



You are invited to participate in our *Roots of Engaged Citizenship* research project. Here is what you need to know.

The purpose of this study is to learn more about how young people become good community members. To do this, we have questions for you about your behaviors and opinions related to school, family, and community.

## HOW TO PARTICIPATE?

- STEP 1.** YOU give this form to your parent or guardian to complete.
- STEP 2.** YOU take a 45-minute survey during class time in [**INSERT MONTH**] on a tablet or computer.
- STEP 3.** WE give you \$1 for participating and enter your name into a drawing to win an Apple® iPad mini. One student at your school will win!

*Thank you for your participation!*



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West Virginia University



Laura Wray-Lake, Ph.D.  
University of California,  
Los Angeles



Amy Syvertsen, Ph.D.  
Search Institute, Minnesota

Dear Parents and Guardians,

Hello and thank you for taking the time to read this letter!

### OUR INVITATION

Your child is invited to participate in the *Roots of Engaged Citizenship* research project. The goal of this project is to study how young people become good community members. Your child may have participated in previous years. If so, *great!* We are following up with students who participated before to see how they have changed since the last survey and inviting new students to join.

On the next page you will find the formal permission form. **Please sign the form and return it to your child's school OR complete the form online at this link: [INSERT LINK] so that your child can participate.**

### YOUR CHILD'S PARTICIPATION

- Students will be surveyed in school about their ideas about being good community members.
- This survey is not a test and will not affect their school grades.
- Students who participate will receive a small prize (at least \$1.00) and be entered into a drawing at their school for a larger prize, such as an Apple® iPad mini.
- Participation is voluntary. Students must have a signed permission form to participate. You may remove your child from the study at any time.
- Students' responses will be kept completely confidential.
- We will return to survey your child annually pending available funding.

### IMPORTANCE OF THE STUDY

- This study sheds light on young people's positive contributions to their families, school, and communities.
- Study findings will give schools, teachers, and parents real strategies for building community among young people.
- By surveying students across multiple years, we will collect vital information on changes that spark positive development.

### WHAT WE NEED FROM YOU

- Complete the permission form so that your child can participate, and provide contact information so that we can keep you informed.
- **There are two ways to complete and return these forms:**
  - (1) Sign the forms below and make sure they are returned to school.  
**OR**
  - (2) Complete the forms online at this link: [INSERT LINK]. This process is easy and takes only a few minutes!

### FIND OUT MORE

Visit our website ([www.civicroots.org](http://www.civicroots.org)) to learn more about us, our project and our findings so far. Please contact us with questions or feedback!

**Thank you! We value your child's participation and look forward to sharing our findings with you!**

# Roots of Engaged Citizenship Project

## Parent Permission for Child's Participation

We invite your child to participate in a multi-year research project about how young people become good citizens. This project is being conducted jointly by West Virginia University, the University of California, Los Angeles, and Search Institute.

### **WHAT IS THE PURPOSE OF THIS STUDY?**

- The purpose of this study is to learn about youth behaviors and ideas related to good community membership. We plan to enroll approximately 4,000 students each year in the study.

### **WHAT DOES IT MEAN TO PARTICIPATE?**

- This study is a multi-year study. This year, and in future years, students will complete a survey in their classroom at school. It will take about 45 minutes. Students will be asked questions about their activities and views of school, family, and community.
- Pending funding, your child will be invited to participate annually.
- We will ask students for their contact information to keep them informed about the study. We will only use their information for research and will always inform parents when we contact children under age 18.

### **WHAT ARE THE RISKS AND BENEFITS?**

- The potential risk of this study is that your child may be mildly frustrated by the length of the survey. Your child can choose not to answer any questions and stop participating at any time without penalty.
- Your child may not benefit from being in this research study. There will be no cost to you/your child to participate in the study.

### **IS THERE AN INCENTIVE FOR PARTICIPATING?**

- Yes! For doing the survey, your child will receive at least \$1.00 and a chance to win a drawing in their school for a large gift such as an Apple® iPad mini or something similar. One student from each school will win one of the large prizes.
- The large prize may vary in later years but will be something equivalent. Students who win the random drawing will need to provide their current mailing address to receive payment.

### **HOW WILL YOU PROTECT THE DATA?**

- Only the researchers will have access to the information collected each year in your child's survey. Neither your name, nor your child's name, nor the name of your child's school will appear in any reports of this research.
- Each year, your child's identifying information (name and contact information) will be removed from his/her survey and will be stored in a locked cabinet, separate from his or her survey responses.
- Your child's name and contact information will only be kept so that we can link their answers across years so we can see how your child's responses have changed over time.
- We will be inviting your child to provide their contact information, including their phone number, e-mail address, and social media username (e.g., Facebook, Twitter, Instagram) so that we can contact them for research purposes. Like all items on the survey, these questions are not required.
- The data and contact information will be shared between West Virginia University, Search Institute, and the University of California, Los Angeles. We will alert all participating families at the completion of the study.

### **IS PARTICIPATION VOLUNTARY?**

- Yes! You or your child may refuse to participate this year or in future years. You or your child may withdraw from this study at anytime.
- With your signature below, you are giving permission for your child to participate in this study both this year and once per year in subsequent years pending available funding. Each year, we will send a reminder to let you know when we will be administering the survey to your child.
- Refusal to participate or withdrawal will not affect your child or your child's class standing or grades and will involve no penalty to you or your child.

If you have questions about this research, please contact Aaron Metzger (Phone: 304-293-1762, Email: [Aaron.Metzger@mail.wvu.edu](mailto:Aaron.Metzger@mail.wvu.edu)), Laura Wray-Lake (Phone: 310-825-9722, Email: [wraylake@luskin.ucla.edu](mailto:wraylake@luskin.ucla.edu)), or Amy Syvertsen (Phone: 612-692-5536, Email: [amys@search-institute.org](mailto:amys@search-institute.org)). The WVU Institutional Review Board has approved this project. You may contact the office of research compliance at (304) 293-7073 with any questions. Please contact us for a copy of this form.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Child Name Printed

\_\_\_\_\_  
Researcher Signature

\_\_\_\_\_  
DATE

Approved:19-Oct-2017Expires:12-Sep-2018Number:1511900869

# Roots of Engaged Citizenship Project

## Parent Permission for Child's Participation

### FAMILY CONTACT INFORMATION

An important goal of our project is to survey participating youth at multiple points across time. Collecting data over multiple years is vital as it will allow us to track developmental changes in kids' values and positive civic behaviors. A better understanding of these developmental processes will allow us to provide important information to families, communities, and schools about the best ways to promote civic development.

In order to help us collect this important data and also to keep in touch with our participating families, we are asking parents to provide their contact information. **We will ONLY use your contact information to:**

1. Send families important information on our research findings.
2. Keep in contact with our families so that all youth have the opportunity to participate in future years.
3. Potentially invite parents to participate in a future survey.

**CONFIDENTIALITY:** Your contact information will only be seen by the project researchers and will be kept in a locked filing cabinet. Your contact information will only be used for this project and will never be shared with others. All contact from us will be directly related to this research project. You will not be contacted or solicited for another purpose.

**VOLUNTARY PARTICIPATION:** You do not have to share your contact information. Your child may participate in the study even if you do not provide your contact information. Even if you provide your contact information, you and your child can still decide not to participate at any time.

**Parent/Guardian Names:** \_\_\_\_\_

**Child's Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Second Email Address:** \_\_\_\_\_

**Street Address / PO Box:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZipCode:** \_\_\_\_\_

**HOME Phone:** \_\_\_\_\_

**WORK Phone:** \_\_\_\_\_

**CELL Phone:** \_\_\_\_\_

**May we contact you over FACEBOOK?** YES  NO

If yes, write your name as it appears on Facebook? \_\_\_\_\_

Because many families may move during the time period of our research study, we are also asking parents to provide us with the name of a close family relative who will have knowledge of your whereabouts should you move or change email addresses or phone numbers.

**Name of Close Family Relative:** \_\_\_\_\_

**Email Address of Close Family Relative:** \_\_\_\_\_

**Phone Number of Close Family Relative:** \_\_\_\_\_