

# [Program Title] Participant Advisory Council Interest Form

**How to use this template:** Copy and paste the below content into your preferred form tool. Delete the bracketed placeholders, and insert your own information. Don't forget to delete these instructions when sending this form to participants.

[Intro copy]

[Team name] is working with [partner agency] on a project to [project goal]. We are looking for people who [participant attributes] to join a participant advisory council. Members of the council will give feedback to ensure that the improvements to [program name] are useful.

Research activities will be conducted remotely, and some sessions may require computer access with screen share permissions. Participants will **receive a [dollar amount] stipend/gift card** and are expected to take part in at least 3.5 hours of activities from **[date range]**. We're looking to recruit [number] participants.

If you're interested, please fill out the following form and someone from the research team will contact you in the next week.

[We recommend marking questions with an asterisk\* as required]

1. Are you currently participating in [program name]?

[Radio buttons]

- a. Yes
- b. No

2. Are you over the age of 18? \*

[Radio buttons]

- a. Yes
- b. No

3. How long have you been participating in [Program]? \*

[Dropdown]

- a. Less than 1 year
- b. 2 years
- c. 3 years
- d. 4 years
- e. 5 or more years

4. What devices do you use regularly when you're at home? \*

[Checkboxes]

- a. A desktop computer or laptop
- b. A tablet
- c. A smart phone

5. Do you have internet access at home?

[Radio buttons]

- a. Yes
- b. No

6. What's your full name? \*

- a. [Short answer text]

7. What's your phone number? \*

- a. [Short answer text]

8. What's your email address? \*

- a. [Short answer text]

9. Where are you located? \*

a. [Short answer text]

10. How did you hear about this opportunity? \*

a. [Short answer text]