



University of New Hampshire

**INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS IN
RESEARCH**

CONSENT FORM FOR PARTICIPATION IN A RESEARCH STUDY

RESEARCHER AND TITLE OF STUDY

We are Jess Carson, Research Assistant Professor, and Sarah Boege, Policy Analyst, at the University of New Hampshire. This project is called Low Income Parents' Food Acquisition Decisions (UNH IRB-FY2022-332).

WHAT IS THE PURPOSE OF THIS FORM?

This consent form describes the research study and helps you to decide if you want to participate. It provides important information about what you will be asked to do in the study, about the risks and benefits of participating in the study, and about your rights as a research participant. You should:

- Read the information in this document carefully, and ask me or the research personnel any questions, particularly if you do not understand something.
- Not agree to participate until all your questions have been answered, or until you are sure that you want to.
- Understand that your participation in this study involves you talking with Jess or Sarah by Zoom or phone in a recorded interview that will last not more than one hour.
- Understand that the potential risks of participating in this study are expected to be minimal. However, it is possible that you might feel uncomfortable talking about your family's eating habits or family spending.

WHAT IS THE PURPOSE OF THIS STUDY?

The purpose of this research is to better understand how New Hampshire parents decide where to shop and what foods to buy, and to learn if there are ways that policymakers or local organizations could make feeding a family easier.

We expect between 25 and 40 people will participate in this research. People must be at least 18 years old to participate.

WHAT DOES YOUR PARTICIPATION IN THIS STUDY INVOLVE?

Your participation in this study involves a one-time recorded interview by Zoom or phone with Jess or Sarah. You may opt out of being recorded. During the interview, we will ask you questions about what your family eats, where you get groceries, how you choose what to buy, and what, if any, parts of feeding a family are especially difficult. Some questions will refer to now, and others will ask you to think about life before the COVID-19 pandemic. We will also ask some questions about yourself and your household, like how many people live with you and whether you work.

We respect your time and will ensure that your interview does not last longer than one hour unless you tell us that you have more to share.

WHAT ARE THE POSSIBLE RISKS OF PARTICIPATING IN THIS STUDY?

Possible risks of participating in this study include that you might feel uncomfortable talking about some of the topics included, like eating habits, participation in certain programs, or family income. At any point in the interview, you can choose to stop the interview or to say you would rather not answer a question without penalty.

WHAT ARE THE POSSIBLE BENEFITS OF PARTICIPATING IN THIS STUDY?

There are no direct benefits to participating in this study. However, the findings from this project will help us better understand how New Hampshire organizations and policymakers can do a better job providing families and children with opportunities to access the foods they need and want.

WILL YOU RECEIVE ANY COMPENSATION FOR PARTICIPATING IN THIS STUDY?

For participating in this study, you will receive a \$50 gift card. When the interview is over, we will stop the recording and collect your mailing address so we can send the physical gift card to you by mail, and/or we will take a photo of the card and text or email it to you right away. We will record your first and last name for University tax purposes, but at no point will your contact information be stored with or linked to your interview data. You will receive the gift card even if you choose to skip questions in the interview or to end the interview early.

DO YOU HAVE TO TAKE PART IN THIS STUDY?

Taking part in this study is completely voluntary. You may choose not to take part at all. If you agree to participate, you may refuse to answer any question. If you decide not to participate, you will not be penalized or lose any benefits for which you would otherwise qualify.

CAN YOU WITHDRAW FROM THIS STUDY?

If you agree to participate in this study and you then change your mind, you may stop participating at any time. Any data collected as part of your participation will remain part of the study records unless you indicate otherwise. If you decide to stop participating at any time, you will not be penalized or lose any benefits for which you would otherwise qualify.

HOW WILL THE CONFIDENTIALITY OF YOUR RECORDS BE PROTECTED?

We plan to maintain the confidentiality of all data and records associated with your participation in this research.

There are, however, rare instances when I may be required to share individually identifiable information with the following:

- Officials at the University of New Hampshire,
- Regulatory and oversight government agencies, or
- The study's sponsor.

I also may be required by law to report certain information:

- To government and/or law enforcement officials (for example, child abuse or threatened violence against self or others). If I believe that such a report is required, I will follow the guidance of the UNH Institutional Review Board for the Protection of Human Subjects in

Research (and of the University's General Counsel) in making any such report, in order to provide as much protection for your privacy as possible while still complying with the law.

Further, any communication via the internet poses minimal risk of a breach of confidentiality.

To help protect the confidentiality of your information, these data will be recorded, but not labeled with your name or other identifying information. The audio recording of the interview will be created by machine captioning, then reviewed and corrected by the research team. At that time, we will remove any details from the transcript that may have come up and would let someone identify you, like if you stated your name, job, or address. The transcripts and recorded interviews will be stored in an online cloud platform (OneDrive) where only the research team—Jess and Sarah, plus our administrative support team Becky Jacobs and Cynthia Griego and policy analyst Libby Schwaner—will have access. The audio recording will be stored until this project is fully completed (anticipated for December 31, 2022), then destroyed. The transcripts with identifying details removed will be saved indefinitely. When we report on the findings from these interviews, we will never use your real name or other details that might let people know who you are. Instead, we will describe general patterns from multiple interviews, and if we use a direct quote from you, we will assign you a pseudonym, so that no one will know you were the person who said it. The results may be used in reports, presentations, and publications.

WHOM TO CONTACT IF YOU HAVE QUESTIONS ABOUT THIS STUDY

If you have any questions pertaining to the research, you can contact Jess Carson (Jessica.carson@unh.edu; 603-219-3321) to discuss them.

If you have questions about your rights as a research subject you can contact Melissa McGee in UNH Research Integrity Services, 603-862-2005 or melissa.mcgee@unh.edu to discuss them.

If you consent/agree to participate in this research project, you will be asked to say so on the recording, so that you do not have to fill out a paper form.

If you do not consent/agree to participate, no action need be taken.

For researchers' use:

Consent obtained & recorded: Y / N

IF YES:

Interview date: _____

Interview number: _____