



Form B: Request for Postage Reimbursement Form

Thank you for agreeing to participate in the 2021 Maine Integrated Youth Health Survey (MIYHS). This form is for schools who used hard copy USPS mailing (using USPS Marketing Mail postage rate) to deliver the informed consent letters to some/all students and their guardians. **If you used only electronic mail delivery for the consent letters, this form does not need to be included in the completed survey materials.**

Please Note the Following:

1. Schools will be offered a **participation reimbursement** (consisting of USPS Marketing Mail postage reimbursement for the number of hard copy letters mailed by USPS) to help offset the expenses incurred with this mailing. The funds will be released to schools once the following documents have been received by Pan Atlantic Research:
 - This form, completed in full
 - A copy of the parental consent letter on school letterhead
 - Proof of completion of the online training review (to be completed by your school's designated MIYHS Coordinator)
 - Your school's completed survey materials (all classroom envelopes, each with a completed 'Classroom Summary Information Form'; absentee surveys, unless there were no students absent on the survey administration day; and the 'School Packing Form' completed in full).

Please sign below and email this form to Pan Atlantic Research at MIYHS@panatlanticresearch.com.

Participation Reimbursement Information:

Number of Letters Mailed*: _____

(Reimbursement rate is \$0.26 per letter based on the USPS Marketing Mail rate, also known as the bulk rate.)

Check made payable to: _____

* Note: While we welcome 'volunteer' schools (those not chosen as part of the 2021 5/6 sample of schools) to participate in the 5/6 module, 'volunteer' 5/6 students cannot be counted toward the participation reimbursement.

Send check to:

Address

Questions? Contact Pan Atlantic Research at miyhs@panatlanticresearch.com or 1-844-308-8906
Thank you for your participation!