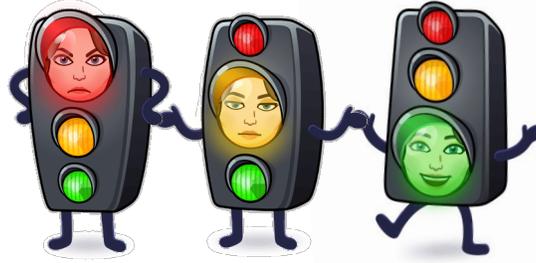


Confidentiality & Privacy



You must gain consent to survey someone.

- assure participants that the information they are providing is strictly confidential
- explain that all survey responses will be combined together
- explain that no information will be released about a single person.

Examples:

“Hello, my name is _____, and I am helping _____ conduct a short survey of our community. We would like to learn more about people experiencing homelessness, what kinds of problems they face, and what services they may need. Your participation is strictly voluntary, your responses are confidential and will only be seen by coordinators of the count so they can put together summary statewide data. Your privacy will be protected and respected. If any question makes you uncomfortable you do not have to answer them. Your answers will not affect the services you receive. Would you be willing to take a few minutes to answer some questions?”

“Hi. My name is _____. I’m a volunteer with _____. We are trying to find out how many people are experiencing homelessness in Maine right now and what sorts of housing and services would be most helpful. I would like to ask you some questions about yourself and your situation. None of your personal information will be reported on – just the total numbers collected from all across the state. Even so, you can skip any questions you don’t feel like answering. Is it okay if I ask you these questions – it will only take a few minutes?”

“Hi, I’m _____. I work with _____, and we are asking folks who are outside tonight if they would be willing to answer some questions about their situation so that the state can better understand what sort of help people need. The information we collect will only be reported in aggregate form – none of your personal information will be published – we just need to be able to show that you are a real individual person. You don’t have to answer anything you don’t feel comfortable with answering and we can stop at any time. The whole survey will only take a few minutes. Are you willing to take part in the survey?”

