March 24, 2009

Dear Participant,

Thank you for volunteering to participate in the South-Central Minnesota Veterans History Project (SCMVHP) being conducted at Minnesota State University, Mankato.

Kellian Clink and Daardi Sizemore, C.A. are conducting this project in order to document the history of veterans from South-Central Minnesota through a series of oral history interviews. The SCMVHP is participating in the national Veterans History Project (VHP), which is being coordinated by the American Folklife Center at the Library of Congress. The primary focus of the VHP is to gather oral histories as well any supporting documentation (ex. Photographs, memorabilia, correspondence, etc.)

As part of the SCMVHP we will ask you to fill out a biographical profile and respond to a series of questions about you life experiences. The interviews will be no more than 90 minutes in length. An optional component of the project is to donate photographs and/or memorabilia from your time in the service. We will also ask to take your photograph after the interview. (This too is optional.)

During the interview, you may be asked to reflect on potentially emotional and stressful times. This reflection may be detrimental to you. In and effort to alleviate this potential risk, you may choose not to answer difficult questions and may ask to stop the interview at any time. The potential benefits to participating in this project include: documenting your time in service to your county and recording your memories for future generations.

Upon completion of the project, the oral histories will be transcribed and deposited, along with the biographical information, in the Southern Minnesota Historical Center at MSU, as well as at the American Folklife Center in Washington, D.C. Any supplemental information (ex. Photographs, memorabilia, correspondence) will be deposited in the Southern Minnesota Historical Center at MSU. Unless noted on the “Oral History Release Form,” all materials from the SCMVHP will be made available for researchers on an unrestricted basis.
If at any time you have questions about the Project or are interceded in donating photographs, memorabilia, etc to the Southern Minnesota Historical Center, please contact:

Daardi Sizemore, C.A.
Memorial Library, ML3097
Minnesota State University, Mankato
P.O. Box 8419
Mankato, MN 56002-8419
(507) 389-5949
daardi.sizemore@mnsu.edu

If you have any questions regarding research on human subjects please contact:

Dr. Anne Blackhurst
IRB Administrator
Institutional Review Board
115 Alumni/Foundation Building
Mankato, MN 56001
Phone: (507) 389-2321
FAX: (507) 389-5974
E-Mail: anne.blackhurst@mnsu.edu

Sincerely,

Kellian Clink
Reference Librarian
Daardi Sizemore, C.A.
Archives and Special Collections Librarian
South Central Minnesota Veterans History Project

VOLUNTEER CONSENT

I have received an explanation of the study and agree to participate in the South Central Minnesota Veterans History Project. I understand that my participation in this study is strictly voluntary and that I may withdraw from the project at any time.

________________________________________
Printed Name of Volunteer

________________________________________  __________
Signature of Volunteer                     Date

(This page to be signed and returned to the University Archives.)

Daardi Sizemore, C.A.
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