## CONFIDENTIALITY PLEDGE

(Insert the name of the project)

The Urban Institute assures all respondents and participating organizations that the information they release to this study will be held in the strictest confidence by the contracting organizations and that no information obtained in the course of this study will be disclosed in such a way that individuals or organizations are identifiable. Access to the data in this study is by consent of the respondents who have been assured confidentiality. This assurance of confidentiality does not prevent researchers from voluntarily disclosing information as may be required by law or if they have good reason to believe a subject intends self-harm or harm to others.

The undersigned hereby confirm the following:

“I have read a copy of the “Confidential Data at the Urban Institute – Guidelines for Data Security,” which has been provided for me with this Confidentiality Pledge. I understand that I must comply with all of data security requirements adapted from those Guidelines for this project as approved by the Urban Institute Institutional Review Board. I understand that I am prohibited from disclosing any such confidential information which has been obtained under the terms of this contract/grant to anyone other than authorized contractor staff. **I will report any suspected breach of confidentiality/data security immediately to the CIO and Data Security Officer at** **security@urban.org** **as well as the IRB at irb@urban.org**. I understand that any willful and knowing disclosure of information released to this study may subject an employee of The Urban Institute or contractor to disciplinary action, up to and including termination of employment or contract as may be appropriate.”

(Print Your Name) (Signature) (Date)

(Witness Print Name) (Signature) (Date)

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