

EXAMPLE

Attachment 5
Example Solicitation Email

**IMPROVING THE QUALITY AND DELIVERY OF CDC'S HEART DISEASE AND STROKE
PREVENTION PROGRAMS**

EXAMPLE

Improving the Quality and Delivery of CDC's Heart Disease and Stroke Prevention Programs

SOLICITATION EMAIL

Dear _____,

We are writing to invite you to participate in a short web-based survey about the Evaluation Technical Assistance services you recently received from the Division for Heart Disease and Stroke Prevention (DHDSPP) at the Centers for Disease Control and Prevention (CDC). Your ideas and opinions are very important to us.

The purpose of the survey is to get your ideas and opinions about the Evaluation Technical Assistance that you received from the DHDSPP this past six months. Information collected from this survey will be used by the DHDSPP to help improve the Evaluation Technical Assistance that it delivers.

This survey should last about ____ minutes.

Your participation today is purely voluntary. If you feel uncomfortable at any time you don't have to answer a question or you can refuse to participate further. You will not be penalized in any way if you refuse to participate or skip any of the questions.

We will write a summary report of the findings from all the surveys we conduct. Your name won't be used.

By clicking on the link below, you are providing your consent to participate in the survey.

[Survey link]