

## ADVANCE/INTRODUCTORY NOTICE E-MAIL

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Dear WISEWOMAN [Program Managers],

As you know, CDC, working in collaboration with ICF Macro, is in the midst of a 4-year comprehensive evaluation of the WISEWOMAN program. The purposes of the evaluation are to generate results and recommendations that can be used to:

- assess outcomes and impacts of the WISEWOMAN program
- monitor the program's progress toward reaching its intended goals and objectives
- uncover the program's best practices and improvement strategies

We would like to invite you to participate in a Web-based survey to provide information to help assess that national WISEWOMAN program's progress toward reaching its goals and objectives. The survey will be administered in three phases.

- **Part I:** Part I of the survey will focus on your program's outreach and recruitment efforts, identification and assessment of participant needs, and specific training and technical assistance needs. You will receive a web link to Part I of the survey within one week. Part I should take approximately 20 minutes to complete.
- **Part II:** You will receive Part II of the survey in approximately one month. Part II will focus on participant enrollment, consideration of program requirements for direct service providers, quality of care, participant outcomes, and other program activities. Part II will take approximately 35 minutes to complete.
- **Part III:** Part III will focus on non-WISEWOMAN resources, relationships with community-level organizations, and data use and sharing. You will receive Part III of the survey in approximately 2 months. Part III of the survey should take approximately 35 minutes to complete.

We anticipate that you may involve additional program staff in completing the survey to provide responses to all items. The survey, provided to you as a SurveyMonkey™ Web survey, is designed to allow you to save responses and resume completion at a subsequent time. You also will be able to share the specific URL provided to allow additional program staff to answer certain questions. Please note that other staff would be able to view all responses provided by you previously, and you are welcome to complete the survey yourself, obtaining information for your staff when necessary. Responses provided to this survey are considered those of individual WISEWOMAN programs—not those of individuals—and all responses provided will be maintained securely by ICF Macro staff. All responses provided to CDC will be in aggregate. Please feel free to contact me via email at [lscholl@icfi.com](mailto:lscholl@icfi.com), if you have questions about this request.

Thank you for in advance for your willingness to participate.

Lawrence Scholl, MPH  
Senior Project Manager  
ICF Macro  
3 Corporate Square NE, Suite 370, Atlanta, GA 30329  
(404) 433-0735  
E-mail: [lscholl@icfi.com](mailto:lscholl@icfi.com)