

B3. 1st reminder email—all staff

Dear [Organization] [Staff Role (e.g., PI/PD)]:

Several weeks ago, you received an email from our organization, Advocates for Human Potential (AHP), inviting you to participate in an online survey regarding your experience as an AAFT3 grantee. **If you've already taken the survey, thank you! If you haven't taken the survey yet, we'd like to encourage you to do so.**

The survey will take about 45 minutes to complete. AHP's report to your organization won't reveal your individual answers, and nobody at your organization will see your completed survey. This survey will provide valuable information regarding the experience, background, and skills of the AAFT3 grantees as well as provide information about which implementation supports work well and what may need to be improved for future grantees. What the survey results will do, however, is help CSAT and other funders understand the process of implementing evidence-based practices in a way that maximizes the potential for success and assist them and other funders shape similar initiatives in the future.

Please access the [survey version title] using the following link:

[Link]

We hope that you will participate and support the Program Evaluation for the AAFT Program. Please contact me by phone: 1-800-795-5486 x418 or email: ttobin@ahpnet.com with any questions or comments you may have regarding this survey.

Again, thank you for your participation!

Terri Tobin, Ph.D.
Associate Director of Research

B3. Last day reminder—all staff

[Dear](#) AAFT3 grantees:

[This is just a quick reminder that your organization's survey will be closing \[day, date\] at 5:00.](#)

To date, we have [received](#):

- [?] out of [?] possible Principal Investigator/Program Director responses;
- [?] out of [?] possible Clinical Supervisor/Clinician responses; and
- [?] out of [?] possible Evaluator/Data Manager responses,

As a reminder, there are **three different versions of the AAFT Implementation Survey**. **Please make sure you access the version that best fits your role on the AAFT project** by using the survey links below:

[If you](#) are a **Principal Investigator and/or Program Director** and have not yet completed the survey, [you can access it at](#):

[\[PI.PD survey link\]](#)

Clinical Supervisors and Clinicians who have not yet completed the survey, [can access](#) their version at:

[\[Clinical Supervisor/Clinician survey link\]](#)

And, any **Evaluators and/or Data Managers** who have yet to complete the survey can [access](#) their version [at](#):

[\[Evaluator/Data Manager survey link\]](#)

If you have any questions regarding the survey, please feel free to contact me by phone: 1-800-795-5486 x418 or email: ttobin@ahpnet.com.

[Thank you](#), again, [for your](#) support of this project.

Terri Tobin, Ph.D.
Associate Director of Research