

## **APPENDIX C**

### **LSAMP BD Monitoring System Sample Correspondence to Respondents**

## **E-mail Notification of System Launch**

Dear LSAMP Bridge to the Doctorate awardee:

We are pleased to announce that the online data collection system for the National Science Foundation (NSF) Louis Stokes Alliances for Minority Participation Bridge to the Doctorate (LSAMP BD) initiative is now open. The deadline for submitting data is December 10, 2009.

Login to the LSAMP BD system by entering your user name and password at <https://surveys.qrc.com/lsampbd>. We have assigned the following unique user name and password to your award:

User ID:

Password:

To expedite the data entry process, all awardees that have not logged in by November 4, 2009, will be contacted by telephone.

If you have any questions, please contact technical support by e-mail (preferred) at [lsampbd@qrc.com](mailto:lsampbd@qrc.com) or telephone at (866) 227-7127.

We appreciate your participation in this data collection effort. Your cooperation will help us provide NSF with the information needed to report on developments in the LSAMP BD initiative.

Sincerely,

A. James Hicks

Lead Program Director, LSAMP Bridge to the Doctorate Program National Science Foundation

## **E-mail Reminder of Due Date**

Dear LSAMP BD Colleagues,

Thank you for your participation in the National Science Foundation's (NSF) electronic database for the Louis Stokes Alliances for Minority Participation Bridge to the Doctorate (LSAMP BD) Program. We would like to remind you that the 2008-2009 LSAMP BD survey due date is December 10, 2009.

If you need an extension, please email us at [lsampbd@qrc.com](mailto:lsampbd@qrc.com) with a reason for the extension request.

Please let us know if you have any questions or concerns.

Best Regards,  
Michael Hooks  
LSAMP BD Technical Support