

Letter to Consortium Members

Date

Dear _____:

ODEP asks all Add Us In consortium members to complete a survey about their consortium experiences. The survey asks about your views of your consortium's collaborative process, leadership, cultural competence and your views of barriers and incentives to disability employment. ODEP will use your responses to help improve management of consortium initiatives that advance disability employment.

The survey will be administered online through an independent contractor, Economic Systems, Inc. of Falls Church, VA. They will email you a unique link to access the survey. The unique link will prevent access to the survey by individuals other than consortium members, and it will allow Economic Systems to send notices to remind people to respond.

Your participation in this survey is voluntary and will not affect your Add Us In grant. All information you provide in response to this survey will be held in confidence. Your answers to the survey will be grouped with answers from all other survey respondents. Your name and identifying information will not be linked to your answers when the data are analyzed, and Economic Systems will not provide ODEP with data that links your identity to your response.

Paperwork Reduction Act of 1995 Notice

No persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1225-0088 (Exp. 06/30/2014). The time required to complete this information collection is estimated to average 15 minutes per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this survey form, please write to the Office of Disability Employment Policy, U.S. Department of Labor, 200 Constitution Ave., Room S1303, NW, Washington, DC 20210.

* EconSys Inc, is under contract to the U.S. Department of Labor, Office of Disability Employment Policy (ODEP) to conduct an evaluation of the Add Us In Grant for the 2012 fiscal year. Your responses will be used to support a report on the AUI that describes what grantees are doing to help increase the capacity of small businesses to employ people with disabilities.

If you have any questions about the survey administration, please contact JoAnn Kuchak at Economic Systems at 703 333 2188 or via email at jkuchak@econsys.com. Thank you in advance for your participation.

Best regards,

JoAnn Kuchak

EconSys Inc