

## **Attachment - L: CDC Assessment of Analytic Tools and Practices of Grantee Data Analysts Notification Email**

Send message within one week of receiving email addresses from State Principal Grant Contacts for CDC provided SAS licenses [Date TBD pending OMB approval]

**From:** Judy Delany

**To:** State, Tribal, Local, and Territorial Grantee data analysts who are provided a SAS license by CDC [Contact information from CDC SAS License key database or from STLT Principal Contacts for SAS Licenses]

**Subject:** Please take our CDC Assessment for Data Analysts Using a CDC provided SAS License

**Dear** [Insert Data Analyst receiving CDC provided SAS license name]

We request that you participate in the Centers for Disease Control and Prevention (CDC) assessment of the Analytic Tools and Practices of Grantee Data Analysts who receive a CDC-provided SAS license. The purpose of this assessment is to gather information necessary to improve the distribution of the SAS licenses and to determine the best way to improve the analytic capacity of grantees. This is your opportunity to provide feedback to CDC. Please take a few minutes to complete the assessment.

### **Take me to the assessment [Link text to the assessment]**

The assessment is designed to be completed by the Grantee data analyst using a CDC provided SAS license to conduct analyses. The assessment should take approximately 15-30 minutes to complete. Attached is a PDF copy of the assessment in case you want to gather the needed information prior to completing the online assessment. Your privacy is important to us; your responses to all questions will be kept in a secure manner.

The deadline for submitting your feedback is [actual date TBD pending OMB approval]. If you have any questions, please email [jdelany@cdc.gov](mailto:jdelany@cdc.gov).

Thank you for your participation.