

Advance Email from ETA
DOL/ETA Logo

DATE

NAME
ADDRESS

Dear XXX:

The U.S. Department of Labor, Employment and Training Administration (ETA) is conducting an important study which involves assessing how Eligible Training Provider Lists (ETPLs) are being used and maintained throughout the United States. One of the goals of this research is to document and describe how states and local areas produce and maintain ETPLs, how information about training programs on the ETPL is reported to training customers, and the potential for ETPL processes to support education and training provider scorecards.

We are writing to request your participation in this study. Specifically, we are asking that the ETPL coordinator in your state complete a brief web-based survey (the **State ETPL Coordinator Survey**). The survey will take about 15 minutes for you to complete and is approved by OMB under the 1205-0436 control number (expiration date 01/31/2017). Your participation in this survey effort, which is voluntary, is very important to the Department. The results will be extremely helpful in our effort to understand how ETPLs are used and maintained.

ETA has contracted with IMPAQ International, LLC (IMPAQ) of Columbia, MD, to conduct this study and administer the survey. In approximately one week, IMPAQ will be sending an email from ETPL@impaqint.com that will contain the link to the survey. Please add this email address to your safe senders list. If you have any questions regarding the study, please free to contact the Contract Officer's Representative, Richard Muller by phone at (202) 693-3680, or email at muller.richard@dol.gov.

Thank you in advance for taking the time to contribute to this important study.

Sincerely,

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