

Attachment 7

**Email Survey Notice to CPFPA Alumni, CPFPA Applicants and F32
Awardees**

Dear [NAME OF CPFP ALUMNUS], *[WE WILL USE MAIL MERGE TO CUSTOMIZE]*

I am contacting you today on behalf of the National Cancer Institute (NCI). The NCI has contracted with Westat, an independent research firm located in Rockville, Maryland, to conduct a comprehensive evaluation of the NCI's Cancer Prevention Fellowship Program (CPFP). The evaluation will collect information on the careers and experiences of former fellows and elicit suggestions for improving the program.

Westat is conducting an online survey of NCI CPFP alumni. The federal Office of Management and Budget (OMB) has approved the survey (OMB No.: 0925-xxxx < Expiration Date xx/xx/20xx). **You have been selected to participate in the survey. We will e-mail you within the next ten days with detailed information about how to access the survey.**

Participation in the survey is voluntary and the information you provide will be kept private to the extent provided by law. Your individual responses to the survey, or any potentially personal identifying information, will not be shared with NCI staff members. The information collected will be published in aggregate form only and will not identify individuals in any reports or presentations. Your participation will help provide valuable information that will assist CPFP in making decisions about future program initiatives to improve postdoctoral training. The survey will take approximately 25 minutes to complete.

If you have any questions, please feel free to contact the Project Director, Dr. Sophia Tsakraklides at SophiaTsakraklides@westat.com, 1-800-937-8281, ext. 3580 (toll free) or 301-738-3580. This communication, and all components of the evaluation, have been reviewed and approved by Dr. Jessica Faupel-Badger, Deputy Director of the CPFP [badgerje@mail.nih.gov] at the NCI.

On behalf of the National Cancer Institute, we thank you in advance for your cooperation.

Best regards,

Kimberley Raue
Westat Survey Manager for CPFP
1600 Research Blvd.
Rockville, MD 20850
1-800-937-8281, ext. 3865 (toll free) or 301-294-3865
kimberleyraue@westat.com

Dear [NAME OF CFPF APPLICANT], *[WE WILL USE MAIL MERGE TO CUSTOMIZE]*

I am contacting you today on behalf of the National Cancer Institute (NCI). The NCI has contracted with Westat, an independent research firm located in Rockville, Maryland, to conduct a comprehensive evaluation of the NCI's Cancer Prevention Fellowship Program (CPFP). The evaluation will collect information on the careers and experiences of people who applied to NCI's Cancer Prevention Fellowship Program (CPFP).

Westat will be conducting an online survey of selected former NCI CFPF applicants. The federal Office of Management and Budget (OMB) has approved the survey (OMB No.: 0925-xxxx < Expiration Date xx/xx/20xx). **You have been selected to participate in the survey. We will e-mail you within the next ten days with detailed information about how to access the survey.**

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If you have any questions, please feel free to contact the Project Director, Dr. Sophia Tsakraklides at SophiaTsakraklides@westat.com, 1-800-937-8281, ext. 3580 (toll free) or 301-738-3580. This communication, and all components of the evaluation, have been reviewed and approved by Dr. Jessica Faupel-Badger, Deputy Director of the CFPF [badgerje@mail.nih.gov] at the NCI.

On behalf of the National Cancer Institute, we thank you in advance for your cooperation.

Best regards,

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kimberleyraue@westat.com

Dear [NAME OF F32 FELLOW], *[WE WILL USE MAIL MERGE TO CUSTOMIZE]*

I am contacting you today on behalf of the National Cancer Institute (NCI). The NCI has contracted with Westat, an independent research firm located in Rockville, Maryland, to conduct a comprehensive evaluation of the NCI's Cancer Prevention Fellowship Program (CPFP). The evaluation will collect information on the careers and experiences of former postdoctoral fellows who received grant support funding from the NCI to support cancer prevention and control-oriented research projects.

Westat will be conducting an online survey of former F32 fellows who had relevant cancer oriented projects at NCI. The federal Office of Management and Budget (OMB) has approved the survey (OMB No.: 0925-xxxx < Expiration Date xx/xx/20xx). **You have been selected to participate in the survey. We will e-mail you within the next ten days with detailed information about how to access the survey.**

Participation in the survey is voluntary and the information you provide will be kept private to the extent provided by law. Your individual responses to the survey, or any potentially personal identifying information, will not be shared with NCI staff members. The information collected will be published in aggregate form only and will not identify individuals in any reports or presentations. Your participation will help provide valuable information that will assist the NCI and other institutions in making decisions about future program initiatives to improve postdoctoral training. The survey will take approximately 20 minutes to complete.

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On behalf of the National Cancer Institute, we thank you in advance for your cooperation.

Best regards,

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