

Date:

Dear _____

We would like your assistance in helping the Division of Cancer Prevention and Control evaluate the experiences of comprehensive cancer control (CCC) programs that were awarded additional resources to increase their focus on Policy, System, and Environmental (PSE) change strategies (referred to by CDC as 1017 programs). CDC will use this feedback to inform technical assistance and training and to guide decisions regarding the expansion of the 1017 program to other CCC programs.

Overall, the evaluation is aiming to answer questions about whether and how 1017 cooperative agreement funding, training and TA has:

- (1) enhanced the ability of grantees to implement PSE change as part of comprehensive cancer control
- (2) facilitated collaboration on primary prevention of cancer with other CDC-funded chronic disease programs

As part of the evaluation, 6 of the 13 1017 programs will be invited to participate in a set of case studies. Your program was selected for a case study through a systematic process to identify programs operating under a range of settings and focusing on diverse PSE strategies. The CDC evaluation team would like to formally invite your program to participate as one of the case studies.

The evaluation contractor, Battelle, will be conducting the case studies. For the first part of the case study, they would like to do an in-person site visit for up to three days sometime this spring or summer. For the second part, they would like to do a follow-up “virtual” site visit via telephone two years later. During the site visits, they will want to conduct interviews with between 10 and 12 staff members and partners who serve in different capacities within your program and PSE Workgroup.

You will soon be contacted by someone from Battelle who will discuss with you your participation in the case study, a suitable date for the first site visit, further details about what a visit involves, and what would be needed from staff at your site. Efforts will be made to minimize the burden on you and your staff to assist us with this evaluation.

If you have questions about the CDC-sponsored evaluation project or your participation in the case studies, please do not hesitate to contact Angela Moore, CDC Technical Monitor for the evaluation of the 1017 program (cyq6@cdc.gov, 770-488-3094). Thank you in advance for your interest and assistance.