

EMAIL INVITATION TO APPLICANT

Subject: NIH Peer Review - Survey Invitation from NIH

Dear NIH Applicant:

NIH is conducting a survey of grant applicants to gather opinions about the NIH peer review process. This survey is part of NIH's ongoing assessment of peer review. Visit http://grants.nih.gov/grants/peer/continuous_review.htm for additional details about the ongoing assessment of peer review.

You have been randomly selected to participate in this survey for NIH grant applicants. This is an opportunity to provide your feedback on the NIH peer review process. We are interested in your opinions, regardless of whether the application(s) you submitted was funded. Even if you have limited experience submitting grant applications, your opinions are very important to us.

The NIH peer review survey is private under the Privacy Act and should take about 30 minutes to complete. There are no right or wrong answers. You may skip any questions that you do not wish to answer.

To access the survey click your unique survey link: [UNIQUE URL]

This link provides access to your personal copy of the survey. To protect the integrity of your responses to the survey, **please do not forward this link to anyone else.**

RTI International, an independent, not-for-profit research firm based in Research Triangle Park, North Carolina, is carrying out this survey in collaboration with the NIH Office of Extramural Research (OER). If you have any questions regarding this project, please feel free to call [TBD staff] of RTI toll free at 1-800-334-8571 ext. _____ (or email us at NIH-APPLICANTsurvey@rti.org) or call Dr. Luci Roberts in OER at (301) 594-1841.

Thank you in advance for your participation.

EMAIL REMINDER #1 FOR APPLICANT

(Reminder to those who have started but not completed the survey)

Subject: NIH's Peer Review Survey – a reminder

Dear NIH Applicant:

Recently, we sent you an e-mail invitation to participate in a survey of grant applicants to gather opinions about the NIH peer review process. The survey is private under the Privacy Act and should take about 30 minutes to complete.

We see that you've started the survey but have not yet completed it. You can complete the questionnaire at [UNIQUE URL].

If you have questions about the survey or need assistance accessing the survey website, please feel free to contact [TBD staff] of RTI toll free at 1-800-334-8571 ext. _____ or send an email to NIH-APPLICANTsurvey@rti.org.

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(Reminder to those who have not yet started the survey)

Subject: NIH's Peer Review Survey – a reminder

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We've yet to hear from you and your opinions are very important to us. To access the survey click your unique survey link: [UNIQUE URL]

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Thank you for your time.

EMAIL REMINDER #2 FOR APPLICANT

(Reminder to those who have started but not completed the survey)

Subject: NIH's Peer Review Survey – 2nd reminder

Dear NIH Applicant:

Thank you for beginning the survey on NIH's peer review process. Your opinions about the NIH peer review process are very important! We hope that you will be able to complete your survey soon. Please note that the survey will end on [DATE], 2015.

We see that you've started the survey but have not yet completed it. You can complete the questionnaire at [UNIQUE URL].

If you have questions about the survey or need assistance accessing the website, please feel free to contact [TBD staff] of RTI toll free at 1-800-334-8571 ext. _____ or send an email to NIH-APPLICANTsurvey@rti.org.

Thank you for your time.

(Reminder to those who have not yet started the survey)

Subject: NIH's Peer Review Survey – 2nd reminder

Dear NIH Applicant:

Recently, we sent you an e-mail invitation to participate in a survey of grant applicants to gather opinions about the NIH peer review process.

If you have not had a chance to complete the survey, we would greatly appreciate your participation. Your opinions about the NIH peer review process are very important. The survey is private under the Privacy Act and should take about 30 minutes to complete. This survey will end on [DATE], 2015. To access the survey click your unique survey link: [UNIQUE URL]

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Thank you for your time.

EMAIL REMINDER #3 FOR APPLICANT

(Reminder to those who have started but not completed the survey)

Subject: NIH's Peer Review Survey – final reminder

Dear NIH Applicant:

Thank you for beginning the survey on NIH's peer review process. This is a friendly reminder that the survey will end on [DATE], 2015. Your opinions about the strengths and weaknesses of the NIH peer review process are very important!

You can complete the survey at [UNIQUE URL].

If you have questions about the survey or need assistance accessing the website, please feel free to contact [TBD staff] of RTI toll free at 1-800-334-8571 ext. _____ or send an email to NIH-APPLICANTSURVEY@RTI.ORG.

Thank you for your time.

(Reminder to those who have not yet started the survey)

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Recently, we sent you an e-mail invitation to participate in a survey of grant applicants to gather opinions about the NIH peer review process. If you have not had a chance to complete the survey, this is the last reminder you will receive.

We realize you may be very busy. However, this is an opportunity for you to provide feedback on the NIH peer review process, and your participation is critical to help ensure the best possible review process. The survey is private under the Privacy Act and should take about 30 minutes to complete. The survey is being conducted by RTI International, an independent, not-for-profit research firm.

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EMAIL INVITATION TO REVIEWER

Subject: NIH Peer Review - Survey Invitation from NIH

Dear NIH Reviewer:

NIH is conducting a survey of grant reviewers to gather opinions about the NIH peer review process. This survey is part of NIH's ongoing assessment of peer review. Visit http://grants.nih.gov/grants/peer/continuous_review.htm for additional details about the ongoing assessment of peer review.

You have been randomly selected to participate in this survey for NIH peer reviewers. This is an opportunity to provide your feedback on the NIH peer review process. We are interested in the opinions of reviewers with different levels of peer review experience. Even if you have limited experience reviewing grant applications, your opinions are very important to us.

The survey is private under the Privacy Act and should take approximately 30 minutes to complete. There are no right or wrong answers. You may skip any questions that you do not wish to answer.

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EMAIL REMINDER #2 FOR REVIEWER

(Reminder to those who have started but not completed the survey)

Subject: NIH's Peer Review Survey – 2nd reminder

Dear NIH Reviewer:

Thank you for beginning the NIH survey on Peer Review. Your opinions about the recent changes in the NIH peer review process are very important! We hope that you will be able to complete your survey soon. Please note that the survey will end on [DATE], 2015.

We see that you've started the survey but have not yet completed it. You can complete the questionnaire at [UNIQUE URL].

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Thank you for your time.

EMAIL INVITATION TO ADVISORY COUNCIL MEMBER

Subject: NIH Peer Review - Survey Invitation to Advisory Council/Board Members

Dear NIH Advisory Council/Board Member:

NIH is conducting a survey of Advisory Council/Board members to gather opinions about the NIH peer review process. This survey is part of NIH's ongoing assessment of peer review. Visit http://grants.nih.gov/grants/peer/continuous_review.htm for additional details about the ongoing assessment of peer review.

We are interested in the opinions of Advisory Council/Board members with different levels of peer experience with the NIH grants system. Even if you have limited experience reviewing grant applications, **your opinions are very important to us.**

The survey is private under the Privacy Act and should take approximately 15 minutes to complete. There are no right or wrong answers. You may skip any questions that you do not wish to answer.

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