

**Survey about Getting to Work: A Training Curriculum for HIV/AIDS Service  
Providers and Housing Providers  
Advance Notice for a Web-Based Survey**

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[DATE]

This survey is part of an effort to learn whether people who completed *Getting to Work: A Training Curriculum for HIV/AIDS Service Providers and Housing Providers* (Getting to Work or GTW) have experienced any subsequent change in how they think or what they do. Specifically, this survey will ask about whether you have experienced any change related to connecting people living with or at risk of HIV/AIDS to employment or training opportunities. The Office of Disability Employment Policy of the U.S. Department of Labor (DOL-ODEP) is conducting the **Getting to Work Training Survey**. IMPAQ International, LLC is administering the survey for DOL-ODEP. IMPAQ is an independent research firm with more than 10 years of experience in providing program evaluation and data collection services to DOL and other Federal and state agencies.

The purpose of the **Getting to Work Training Survey** is to gather information about what individuals who completed the Getting to Work training think about its impact. Your participation in the survey will help us improve future trainings. The survey should only take about 30 minutes to complete and your participation is voluntary. Your answers will be kept private to the extent permitted by law, you will not be asked to provide personal identifiers such as your name or address, and you will never be identified in any report based on the survey.

Within the next few days, you will receive an email with an invitation to participate in the online survey. The email will come from **XXXXXX@impaqint.com** and the subject line will read **Getting to Work Training Survey**. We encourage you to take a few minutes to complete this survey. Your experience is important, and this is your opportunity to share your ideas.

IMPAQ staff will follow-up with you via email to confirm your participation and to answer any questions you may have. In the meantime, if you would like to discuss your participation in the **Getting to Work Training Survey**, please call Lisa Lin-Freeman from IMPAQ at (443) 539-1396 or [llfreeman@impaqint.com](mailto:llfreeman@impaqint.com).

We sincerely appreciate your attention to this research and look forward to your feedback!

**Paperwork Reduction Act Statement**

A Federal agency may not conduct or sponsor, and a person is not required to respond to this collection of information, unless it displays a currently valid OMB control number. Your obligation to reply to this survey is voluntary. The public burden for this survey is estimated at 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the necessary data, and completing and reviewing the collection of information. Send comments concerning this burden estimate or any other aspect of this collection of information to the US Dept. of Labor, Office of Disability Employment Policy, Room S-1303, 200 Constitution Ave, Washington DC 20210.

OMB Control Number: XXXX-XXXX

Expiration Date: **XX/XX/XXXX**