

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

[DATE]

The U.S. Department of Labor's Office of Disability Employment Policy (DOL-ODEP) recently released a notice that encourages responses to the **Getting to Work Training Survey**. We are interested in learning about whether you have experienced any change related to connecting people living with or at risk of HIV/AIDS to employment or training opportunities. DOL-ODEP is working with IMPAQ International, LLC (IMPAQ), to conduct a Web-based survey with individuals who completed the Getting to Work training.

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.

Your link for accessing your survey is: [LINK]

Your token is: [TOKEN]

We would like to have your completed survey response by {Month XX}. This survey and your responses are very important to us. We will follow-up with you to answer any questions or concerns you may have regarding the survey, and to confirm your participation. If you have immediate concerns, please contact Lisa Lin-Freeman from IMPAQ at (443) 539-1396 or llfreeman@impaqint.com. Thank you in advance for your time and effort!

Sincerely,

Anne Chamberlain
Senior Research Associate
IMPAQ International, LLC

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