

**Attachment 14**  
**Email Study Announcement**

DEPARTMENT OF HEALTH & HUMAN SERVICES

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National Institutes of Health  
National Cancer Institute  
9609 Medical Center Drive  
Room 3E564 MSC 9761  
Bethesda, MD 20892-9761

Dear [NAME],

The National Cancer Institute (NCI) is conducting a process evaluation study of the State and Community Tobacco Control (SCTC) Research Initiative Collaborative Network. The NCI has contracted with Westat, an independent research firm located in Rockville, Maryland, to conduct this evaluation study. The evaluation will collect information to assess the dissemination, implementation, and community collaboration processes of the SCTC grantees, state and community partners, and stakeholders.

Information will be collected via web-based surveys, telephone interviews and expert panel sessions. The federal Office of Management and Budget (OMB) has approved the data collection instruments (OMB No.: 0925-xxxx, Expiration Date: xx/xx/xxxx). Principal investigators, Co-principal investigators, affiliated partners and stakeholders will be invited to participate in the study. Westat will e-mail you within the next two weeks with detailed information regarding participation in the survey and telephone interview, and two weeks prior to the SCTC Annual Meeting in May 2015 Westat will send an email regarding participation in an expert panel session to be held during the meeting.

Participation in the study is voluntary and the information you provide will be kept private to the extent provided by law. Your individual responses to the survey, the telephone interview and expert panel, 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 address research-to-practice gaps by providing a critical window into the process of disseminating evidence-based research tools, products, and science findings in community public health settings.

If you have any questions, please feel free to either contact me or the Westat Project Director, Dr. Sophia Tsakraklides at [SophiaTsakraklides@westat.com](mailto:SophiaTsakraklides@westat.com), 1-800-937-8281, ext. 3580 (toll free) or 301-738-3580.

Thank you in advance for your cooperation.

Best regards,

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