

Attachment 10: Invitation Letters

For Current and Former Trainees

Dear Colleague,

The National Cancer Institute (NCI) Division of Cancer Biology (DCB) invites you to participate in an online survey pertaining to the Physical Sciences – Oncology Center (PS-OC) Program. Your participation is requested in order to evaluate the training component of the Physical Sciences in Oncology (PSO) Initiative.

Your candid responses to the survey questions will be used evaluate to what extent the PS-OC program encouraged collaborative science and the career development of trainees in the field of physical sciences - oncology. The collective results from the survey will provide valuable information for future activities of the PSO Initiative and suggest ways to improve training in the field. When participating in this survey, please answer the questions honestly.

All information obtained will be kept secure, to the extent provided by law. The online survey will require approximately 10 - 25 minutes to complete. However, you may start and stop the survey at your convenience. There are no risks to participating in this survey and you understand there are no direct benefits to you for participating in the survey, however it provides us the feedback that will be used to evaluate Phase I of the PS-OC Program.

If you agree and consent to participating in the survey, please click on the following link:
<insert link>

Thanks in advance for your participation. We greatly appreciate your time and assistance.

Sincerely,

The PS-OC Program Staff

For NCI Grantees

Dear Colleague,

The National Cancer Institute (NCI) Division of Cancer Biology (DCB) invites you to participate in an online survey pertaining to your involvement in an NCI funded center program. Your participation is requested in order to obtain feedback and suggestions on different program activities and level of interaction with program officials.

Your candid responses to the survey questions will be used identify what aspects of program involvement, such as site visits, annual meetings, working groups, newsletters or steering committee meetings, have contributed or hindered research progress and program performance. The collective results from the survey will provide valuable information for future program involvement of large cooperative agreement centers at NCI. When participating in this survey, please answer the questions honestly.

All information obtained will be kept secure, to the extent provided by law. The online survey will require approximately 10 - 25 minutes to complete. However, you may start and stop the survey at your convenience. There are no risks to participating in this survey and you understand there are no direct benefits to you for participating in the survey, however it provides us the feedback that will be used to establish guidance for future NCI center programs.

If you agree and consent to participating in the survey, please click on the following link: <insert link>

Thanks in advance for your participation. We greatly appreciate your time and assistance.

Sincerely,

Nicole Moore

For Expert Review Panelist

Dear Colleague,

You have been selected to participate in an expert review panel conducted by The National Cancer Institute (NCI) Division of Cancer Biology (DCB). The information collected in this review will be used to assess the impact and innovativeness of research funded by NCI's Physical Sciences - Oncology Centers (PS-OC) Program, NCI's Integrative Cancer Biology Program (ICBP), and NCI R01 awards.

We selected you for participation in this review based on your expertise in biomedical research. The review will be conducted electronically using a questionnaire. As a reviewer, you will be asked to read publication 2 packets, consisting of 2-3 publications, from different NCI programs and awards and rate the publications for innovation and impact on the field of cancer research on an electronic scoring sheet. We have determined that you have no known conflicts of interest with any of the authors you have been assigned to evaluate.

NCI has contracted with The Madrillon Group to conduct the panel. The Madrillon Group staff will electronically collect information submitted by the questionnaire. All information obtained will be kept secure, to the extent provided by law. We expect the review to take about eight hours. Your participation is completely voluntary; you may start and stop participation in the expert review panel at your convenience. There are no risks to participating in this review and you understand there are no direct benefits to you for your participation. However the results from the review provide NCI important feedback that will be used to establish guidance for future NCI programs.

The deadline to conduct the review is {Due Date}. If you agree and consent to participating in the review, please click on the following link: <insert link>

Thanks in advance for your participation. We greatly appreciate your time and assistance.

Sincerely,

Nicole Moore