

ATTACHMENT B: EMAIL INVITATION TO RESPONDENTS

Dear [Grant Project Director],

This message is regarding your [grant number] grant and SAMHSA's Grantee Data Technical Assistance (GDTA) project.

Grantee Data Technical Assistance (GDTA) provides technical assistance to SAMHSA grantees and project officers on the collection, management, and utilization of data. The project is designed to improve the accuracy, completeness, and timeliness of grantee data and to promote the use of data to improve practice, program design, and policy development.

In order to provide the most relevant and helpful assistance possible, we are conducting an annual survey to identify grantees' technical assistance needs. To that end, SAMHSA is requesting that one representative from each grantee complete this SAMHSA Technical Assistance Needs Assessment Survey for the grant referenced in the survey.

The person who completes the survey should have the best knowledge of their organization's ability to implement their grant. If your organization has more than one SAMHSA grant, it will receive a survey for each of its grants. Please complete a survey for each SAMHSA grant and complete it based on the objectives of that grant.

Your link to the survey [personalized link to survey].

If you have any questions, please contact our project team at GDTA@center4si.com or 781-247-1727.

Your participation will help the GDTA team develop customized trainings and products to meet your needs. Thank you for your participation.