

Attachment 12

E-Mail Invitation Letter – PI Web Survey

Dear <NAME OF PI>:

On behalf of the National Institutes of Health (NIH), we invite you to participate in the ***Principal Investigator Survey of the NIH Program on Science Education Partnership Award (SEPA)***. Your participation in this survey will help NIH better understand the experiences of principal investigators who have received funding from the SEPA program, the contributions of individual partners and the extent to which partnerships are being sustained, issues associated with the project's evaluation component, and the range of outcomes associated with the project. The NIH has contracted with Westat, an independent research firm located in Rockville, Maryland, to conduct the survey.

As a PI of a SEPA project, your feedback is critical to understanding the SEPA program, its challenges, and successes. We expect the survey to take approximately 30 minutes or less.

Participation in the survey is voluntary, but your involvement will help ensure that SEPA and similar future efforts are successful. Information shared in the survey will be kept private to the extent provided by law. Data will be reported thematically in the aggregate and will exclude personal identifiers.

Thank you in advance for your cooperation in this important study. If you agree to participate, please follow the following link to begin the survey:

[Hyper-link to survey goes here]

Please complete and submit the survey by February 12th.

Important Contact Information

If you have questions about administration of the survey or the overall evaluation, please contact Dr. Henry Tran at 240-314-2357 or henrytran@westat.com. This communication, and all components of the evaluation, have been reviewed and approved by Dr. Tony Beck at NIH at 301-435-0805 or beckl@mail.nih.gov. If you have questions about your rights as a participant in this evaluation, please call the Westat Human Subjects Protections office at 1-888-920-7631.

The federal Office of Management and Budget (OMB) has approved this survey (OMB No.: xxxx-xxxx, Expiration Date: xx/xx/20xx).