

Attachment 17

Telephone Reminder – Partner Web Survey

Hello <NAME OF PROJECT PARTNER>:

My name is _____. I am with a research firm called Westat and I am following up on an e-mail invitation we sent you a few weeks ago to participate in the **Partner Survey of the NIH Program on Science Education Partnership Award (SEPA)**.

[Await response]

On behalf of the National Institutes of Health (NIH), we appreciate your willingness to participate. As explained in the e-mail invitation, we expect the survey to take approximately 30 minutes or less.

According to our records you are or were a project partner on the <NAME OF SEPA PROJECT>. Is this correct?

[Await response. If affirmative skip next paragraph and continue. If negative read the following paragraph to prompt their memory and ensure they are not involved in this initiative]

SEPA provides grants for PK-12 educational projects, science centers, and museum exhibits to increase students' interest in pursuing science-related careers, deliver topical interactive information about NIH-funded medical research, and cultivate an understanding about healthy living habits among the general public. Does that help remind which project we are talking about?

[Await response. If affirmative continue. If negative, thank individual and discontinue call]

I want to remind you that participation in the interview is voluntary. All 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.

Do you have the link to the online survey?

[If yes, skip next paragraph. If not, read the following paragraph].

OK, I can send you that link via email right now. Are you at a computer to confirm receipt?

[Await response and proceed accordingly]

We look forward to your completion of the survey. Thank you for your cooperation in this important study.

Important Contact Information

If you have questions about administration of the interview or the overall evaluation, please contact Dr. Michael Steketee at Westat: 240-453-2603 or michaelsteketee@westat.com. This communication, and all components of the evaluation, have been reviewed and approved by Dr. Tony Beck at the 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.