

## Attachment 4: Invitation Letter To Survey Participants

Dear \_\_\_\_\_,

The National Human Genome Research Institute (NHGRI) has proudly provided science educators, researchers and graduate students with the opportunity to participate in the NHGRI Summer Workshop in Genomics (aka, *The Short Course*) since 2003. We are pleased that you were among three-hundred inspired learners who have been able to join us for our annual summer training workshop over the years at the NIH campus in Bethesda, MD. NHGRI has collected feedback each year since the program began, and the workshop has evolved in response to your suggestions and opinions about the content and structure of the program.

**We are writing today to ask for your participation in our efforts to complete a long-term outcome evaluation of the Short Course by completing an on-line survey.** The survey includes **XX** questions, both structured and open-ended, focused on assessing the methods and degree to which faculty participants updated their curriculum, identified resources and barriers associated with curriculum integration, and explored the program influence on student participant's career paths. We expect the survey will take about 30 minutes to complete.

The web-based survey will be available between **DATE** and **DATE**. We encourage you to build time into your schedule to complete the survey. We will email you again on the opening date of the survey. Your survey responses will be kept private to the extent permitted by law; we will disassociate identifying information with your feedback and aggregate all data for analysis and reporting.

As genomic discoveries continue to accelerate, the need for an informed and educated workforce *and* public becomes more relevant to health care and decision-making. NIH and NHGRI leadership will use results of this evaluation to inform funding allocations and program design. We look forward to receiving your candid thoughts.

Thank you in advance for your feedback and your continued dedication to advancing genetic and genomic knowledge.

NHGRI SIGNATURE

Contact information