

ATTACHMENT 14:
REMINDER EMAIL 2 FOR SURVEY

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Dear [Name]:

We recently sent you an email about an evaluation of The Women's Health Leadership Institute (WHLI), a community health worker (CHW) training program held during 2010-2014, funded by the Office on Women's Health (OWH). The WHLI was a training program intended to train experienced CHWs to act in leadership roles and address health disparities using a public health systems approach. Based on our records, we believe that you participated in this program. OWH is collaborating with NORC at the University of Chicago –an independent, not-for-profit research organization– to evaluate whether or not the training made a difference to the participants and the work that they do.

As a reminder, we would greatly appreciate your participation in the evaluation by completing an online survey. Your participation is critical to the success of this evaluation, and will provide the OWH with important information about the long-term effectiveness of the WHLI program. The survey should take approximately 25 minutes to complete, and you will receive a \$10 Amazon gift card as a thank you for your time.

Please complete the online survey before the study ends on **XX/XX/XXXX** using the following log-in information:

[WHLI WEB INSTRUMENT URL HERE]

PIN: XXXX

The information you provide during the survey will be kept private and your identity will be separated from the responses you provide. The information gathered will be used solely by OWH, or its representatives for research, and will not be disclosed or released to other persons for any purpose except as required by law. If you have any questions, please feel free to call 1-800-604-2698 or e-mail WHLIsurvey@norc.org for assistance.

Thank you in advance for your participation in this very important study.

Sincerely,

Weiwei Liu, PhD
Senior Research Scientist
NORC at the University of Chicago

Name
Title
The Office on Women's Health