

**ATTACHMENT 23:**

**EMAIL INVITATION FOR TELEPHONE BASED INTERVIEWS (MTs)**



[Dear X:]

I am writing to request your participation in a telephone interview for the evaluation of The Women's Health Leadership Institute (WHLI), for the Office on Women's Health (OWH). As a WHLI Master Trainer, we would like to speak with you about your experiences in the program. We will offer participants a \$10 Amazon gift card upon completion of the interview to thank them for their time.

**We would like to conduct the interview during a time that works best for you. In order to participate, please responds to this email and provide us with the phone number to reach you. Or call us at XXXXXXXXXXXX to set-up an interview time.**

The purpose of the research study is to determine the long-term impacts and outcomes of the WHLI and assess the extent to which the WHLI has been effective in training Community Health Workers to implement community projects that result in system-level changes to reduce health disparities or inequities. OWH is collaborating with NORC at the University of Chicago –an independent, not-for-profit research organization– to conduct this evaluation.

The information you provide during the interview will be confidential and your identity will be separated from the responses you provide. The information gathered will be used solely by OWH, or its representatives for evaluation of the program, 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](mailto: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