

Web-Based Survey Pre-Notification Email

Dear **Insert Name**:

The Centers for Disease Control and Prevention's (CDC) Division of Cancer Prevention and Control (DCPC) and Office on Smoking and Health (OSH) fund the National Comprehensive Cancer Control Program (NCCCP) and the National State-based Tobacco Control Program (NSTCP), respectively. Through two different cooperate agreements (DP13-1314 and DP13-1315), 10 organizations have been funded to provide training and technical assistance (TTA) to NCCCP and NSTCP grantees and partners. The DCPC is interested in assessing the reach, quality, and effectiveness of TTA provided by these 10 organizations. To do so, DCPC has contracted with ICF International to administer a web-based survey to collect data on TTA provided. **You are invited to participate in the survey because of your involvement with the NCCCP and/or NSTCP programs.**

Within the next few days, you will receive an email invitation with the link to the TTA survey. The survey is being administered to program directors and program managers of state-funded NCCCP and NSTCP grantees and other individuals involved with these programs (e.g., Compressive Cancer Control coalition members, partners). **Your response to the survey will help CDC understand the reach of the TTA efforts, your experience with the TTA received, and your perceptions of the effectiveness of the TTA.**

We expect this survey to take approximately 15 minutes to complete, depending on the number of providers you received TTA from. Your responses to this survey will be kept private and stored and maintained by ICF International, without any identifying information. Individually identifiable responses will not be provided to CDC staff, and only aggregated information will be reported. Completion of this survey is voluntary, but we encourage your participation. Completing and submitting this web-based survey will indicate your consent to participate.

At the end of the survey, you will be asked to provide contact information of other individuals from your organization or among your partners who can help DCPC understand the reach, quality, and effectiveness of TTA provided by the 10 organizations. Your response to this question is voluntary. Completing this question will indicate your consent for us to contact the individuals provided.

If you have any questions about this upcoming survey, please contact Sarah O'Dell at sarah.odell@icfi.com or 404-321-3211.

Thank you very much in advance for supporting this important effort!

Best Regards,
<**Insert signature**>