

Email Subject: [Friendly Reminder: Scheduling DP15-1501 Interview with RTI](#)

Dear {Name of NCCCP Grantee - Director and Manager},

RTI has been contracted by CDC's Division of Cancer Prevention and Control to assess the implementation of the DP15-1501 Cancer Survivorship program. This is a friendly reminder to please send us your availability for a phone interview, so we can learn more about your individual experience with implementing the DP15-1501 Cancer Survivorship program. This conversation will build on information your program shared in the Cancer Survivorship Online Survey in [MONTH]. We will not duplicate questions from the survey, but at certain points in the interview we may review some of your program's survey responses and ask you to expand on them.

The interview will last no more than 90 minutes. Your participation is voluntary, and you may choose to end the interview at any time. Your responses will be stored in a secure folder on the RTI network and reported in aggregate.

Our goal is to complete the interviews by [DATE TBD]. **If you are both available and interested to speak with us at the same time, please provide us with 3 dates/times that are mutually convenient before this date. If you prefer to speak with us individually, please provide us with 3 dates/times that are convenient for each of you to talk with us.** Your insight and guidance is deeply appreciated, and we thank you for all your efforts to improve population health.

Sincerely,

Nikie Sarris Esquivel
RTI International