

CPFP Annual Survey - First Year Fellows' Survey

Data Collection Email

Subject: CPFP 2018 Annual Survey – Response Due By 08/24/2018

Heading: CPF Survey 2018 – First Year Fellows

Email Content:

Hello [FirstName],

The Fellows Advisory Board (FAB) Co-Chairs collect information on Fellows' satisfaction with CPFP programming, and their interest in future opportunities, on an annual basis. This information is used by the FAB Co-Chairs and Subcommittee Co-Chairs to identify areas for improvement, trainings of interests, and to guide programming for the upcoming year.

This information will be collected anonymously, and your personal information will not be associated with your responses. Please be honest and provide any useful feedback that you have.

To ensure timely collection of this information, we ask that you complete your survey by 5:00 pm on August 24, 2018.

If you have any questions or concerns, please do not hesitate to reach out.

Thank you in advance,

Liz and Erik
FAB Co-Chairs

Reminder Email – Sent to Non-Responders One Week After First Email via automated computer system through Survey Monkey

Subject: REMINDER: CPFP 2018 Annual Survey – Response Due By 08/24/2018

Heading: CPF Survey 2018 – First Year Fellows

Email Content:

Hello [FirstName],

We contacted you last week regarding our annual CPFP survey that identifies areas of interest for future training and programming within the CPFP program.

We are sending this reminder to complete the survey as your perspective provides valuable input to the FAB co-chairs, FAB subcommittees, and program leadership. We ask that you complete your survey no later than 5:00 pm on **August 24, 2018**.

If you have any questions or concerns, please do not hesitate to reach out.

Thank you in advance,

Liz and Erik
FAB Co-Chairs

CPFP Annual Survey - Senior Fellows' Survey

Data Collection Email

Subject: CPFP 2018 Annual Survey – Response Due By 08/24/2018

Heading: CPF Survey 2018 – Senior Fellows

Email Content:

Hello [FirstName],

The Fellows Advisory Board (FAB) Co-Chairs collect information on Fellows' satisfaction with CPFP programming on an annual basis. This information is used by the FAB Co-Chairs and Subcommittee Co-Chairs to identify areas for improvement, trainings of interests, and to guide programming for the upcoming year.

This information will be collected anonymously, and your personal information will not be associated with your responses. Please be honest and provide any useful feedback that you have.

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If you have any questions or concerns, please do not hesitate to reach out.

Thank you in advance,

Liz and Erik
FAB Co-Chairs

Reminder Email – Sent to Non-Responders One Week After First Email via automated computer system through Survey Monkey

Subject: REMINDER: CPFP 2018 Annual Survey – Response Due By 08/24/2018

Heading: CPF Survey 2018 – Senior Fellows

Email Content:

Hello [FirstName],

We contacted you last week regarding our annual CPFP survey that identifies areas of interest for future training and programming within the CPFP program.

We are sending this reminder to complete the survey as your perspective provides valuable input to the FAB co-chairs, FAB subcommittees, and program leadership. We ask that you complete your survey no later than 5:00 pm on **August 24, 2018**.

If you have any questions or concerns, please do not hesitate to reach out.

Thank you in advance,

Liz and Erik
FAB Co-Chairs