

**Email to NTA participants – the questionnaire will be attached.**

**From:** Bird, Gary (NIH/NIEHS) [E]  
**Sent:** Thursday, November 29, 2018 10:54 AM  
**To:** Lambert, Jane (NIH/NIEHS) [E] <lambert@niehs.nih.gov>  
**Cc:** Bishop, Stephanie (NIH/NIEHS) [C] <stephanie.bishop@nih.gov>  
**Subject:** RE: Fast Track Forms

Hi Jane,

Thank you for your help.

Here is the text I would include in an email:

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Dear members of the NIEHS Trainees Assembly (NTA),

Please take ~5 minutes to complete a brief questionnaire, we appreciate your input by on:

**'Meeting your needs to innovate, build, modify and fix laboratory tools & equipment.'**  
**[LINK:](#)**

The questionnaire is presented in two parts to assess the following areas of interest:

***Part 1: Use of existing NIEHS mechanical and electrical workshop facilities.***

*These facilities are typically used to build and/or modify laboratory equipment to end user specifications and perform simple electrical repairs.*

***Part 2: Creating a new, self-service NIEHS facility to design, build & modify laboratory equipment.***

*This type of facility is commonly described as a 'Makerspace' or 'Fabrication Lab'. It is based around design approaches that are computer-aided (CAD), and production equipment that is computer controlled. This approach operates in a self-service mode, requiring some training and guidance.*

We would greatly appreciate your **answers by TBD**

Thank you,

Gary Bird  
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