

**Capacity Building Assistance Program: Data Management, Monitoring, and Evaluation**

**Attachment 11**

**Training and Technical Assistance Follow-up Survey**

**Introductory Email**

Dear [ProgramManagerName]:

The Capacity Building Branch of the Division of HIV/AIDS Prevention at the Centers for Disease Control and Prevention (CDC) is conducting a brief survey of its Capacity Building Assistance (CBA) Program.

Our records indicate that one or more program staff from your organization has received training, technical assistance or a combination of both from one or more CBA providers. You have been identified by your Prevention Program Branch (PPB) project officer as the ideal point of contact for following up on the programmatic outcomes of the CBA training and/or technical assistance.

Your input on this survey serves as critical input to tailor our CBA services in order to help end the HIV epidemic.

Participation in this survey is voluntary and will take about 18 minutes. Please click on the link below to access the survey. If you cannot click the link, please copy and paste it in your browser.

[URL]

Thank you in advance for your time and assistance! If you have any questions or concerns about this survey, please feel free to contact us at [CBAEvaluations@cdc.gov](mailto:CBAEvaluations@cdc.gov) or (404) 498-0196.

Sincerely,

Centers for Disease Control and Prevention  
Division of HIV/AIDS Prevention  
Capacity Building Branch