

Comparison Group Initial Recruitment Baseline Survey Email Template

Who will send out the email? Violence Prevention Integrator/FTAC Coordinator to email Airmen/Guardians

How?

1. Copy the email template and send to Airmen/Guardians
2. Always CC (XXX@norc.org) when you send out initial recruitment email.

Email Template below:

TO: First Term Airmen/Guardians

FROM: Violence Prevention Integrator/FTAC Coordinator

SUBJECT: Wingman Intervention Training (WIT) Survey – Your Participation is important

Greetings,

NORC at the University of Chicago, at the direction of the DoD Sexual Assault Prevention and Response Office (SAPRO), has designed a survey to assess the effectiveness of various interventions being used across Air Force bases to prevent sexual assault.

Chief Surita Rorie, CMSgt, USAF, the Senior Enlisted Leader at the Headquarters Air Force Integrated Resilience Office encourages all first term enlisted Airmen/Guardians to participate in the survey!

It will be very helpful to get your input by completing this survey (link below). We would like for you to complete the survey off-duty. The survey is anonymous and takes 15-20 minutes. **No one in your chain of command will see your responses.**

Click www.XXX.norc.org to start the survey.

If you choose to complete the survey, NORC will email you a **\$10 gift code** redeemable on Amazon. If any problems arise, please call X-XXX-XXXX or email the NORC evaluation team below or at xxx@norc.org.

Contact information for NORC Evaluation Team:

- Primary Contact: email xxx@norc.org or call X-XXX-XXXX
- Secondary Contact: email xxx@norc.org or call X-XXX-XXXX

Sincerely,

[INSERT VPI Signature/FTAC Coordinator]

ISAPPP Reminder Baseline Survey Email Template

Who will send out the email? Violence Prevention Integrator/FTAC Coordinator to email Airmen/Guardians

How?

1. Copy the email template and send to Airmen/Guardians in the FTAC cohort.
2. Always CC (XXX@norc.org) when you send out survey reminder email.

Email Template Below:

TO: First Term Airmen/Guardians

FROM: Violence Prevention Integrator

SUBJECT: Wingman Intervention Training (WIT) Survey– Your Participation is important

Greetings,

We recently invited you to participate in a survey for an evaluation of the USAF's Wingman Intervention Training (WIT) Program. No one in your chain of command will see your responses.

Click www.xxx.norc.org to take the anonymous survey.

If you choose to complete the survey, NORC will email you a **\$10 gift code** redeemable at Amazon.

If any problems arise, please call **X-XXX-XXXX** or email the NORC evaluation team at xxx@norc.org

Contact information for NORC Evaluation Team:

- Primary Contact: email xxx@norc.org or call X-XXX-XXXX
- Secondary Contact: email xxx@norc.org or call X-XXX-XXXX

Sincerely,

[INSERT VPI Signature/FTAC Coordinator]