APPENDIX C – REMINDER EMAIL ON SURVEY

Hello,

We are following up on a recent email you received regarding Westat's evaluation of NSF's Computer and Information Science and Engineering (CISE) Broadening Participation in Computing (BPC) Pilot. We are seeking your participation in a survey about your BPC experience. Please see the initial email below and contact us with any questions. Thank you.

[Initial message:]

Hello,

We are requesting your participation in a survey regarding NSF's Computer and Information Science and Engineering (CISE) Broadening Participation in Computing (BPC) Pilot. Westat, an independent research organization, has been contracted by NSF to conduct an evaluation of the CISE BPC Pilots. This survey, which is being administered to all CISE BPC pilot projects, is a key component of the evaluation and are designed to gather information directly from PIs and other key personnel about their experiences with developing and implementing their BPC plans.

You are being asked to complete this survey because you have been the PI on a CISE project that required a BPC plan. Specifically, we would like to ask about your experiences on *[insert name of project].*

The survey should take about 30 minutes. Your participation is voluntary, but we hope that you will share your thoughts with us. If you have any questions about your participation in this survey or the survey process, please contact [insert Westat name and contact info here].

More details about the survey are below. Thank you in advance for your participation, and please let us know if you have any questions.

What is the purpose of the survey and what topics will it cover?

The survey addresses the following topics:

- Your prior and current experience with efforts to broaden participation in computing

- The development of your BPC plan for *[name of project]*

- The current status of your BPC activities for *[name of project]*

- Outcomes that occurred as a result of your BPC work on *[name of project]*

If your award is part of a collaborative project, please note that the PI from each institution included in the collaborative project is being asked to complete the survey. However, your responses on the survey should focus on the BPC activities that you and/or your institution have carried out.

What will happen to the information provided?

The Westat team will summarize the results from the survey (i.e., across all projects participating in the study) in a report that will be provided to NSF. While your responses will be identifiable to Westat, the report provided to NSF will only focus on overall results. Westat will not report any individual survey responses to NSF nor will it release any information about individuals completing the survey to anyone outside their organization.