Notification Email to recipients re: Reporting of performance measure data

Dear X,

We are writing to request the annual submission of performance measures for your award under CDC-RFA-PS-23-0011 "Enhancing STI and Sexual Health Clinic Infrastructure (ESSHCI)". Your participation in this information collection is expected as part of the conditions for funding.

We are requesting performance measures from all ESSHCI recipients. These performance measures will be used to assess recipients' individual and collective progress towards the larger aims of the cooperative agreement, direct technical assistance to recipients, and obtain information needed to help assess the cooperative agreement's public health impact.

The Data Collection Tool includes two Excel spreadsheets with multiple tabs for data entry. Reviewing the tools, generating the requested information, and **completing entry will take approximately 46 hours**. No personally identifiable or sensitive information is included as part of this information request. All data will be stored securely on the CDC network. The Program Evaluation Team will create reports based on these data and share those with you and other recipients.

Please:
- Send the names and emails of your staff participating in data entry
- Attend the April 2024 ESSHCI Evaluation Kickoff Call or watch the recording
- Complete entry and submit the completed tools by June 30th
- Confirm submission with your project officer

If you have any questions, please do not hesitate to reach out to Shauntā Wright at sswright@cdc.gov.

Many thanks,
Val Reagon
Program Evaluation Team Lead