

The Office of Research and Development would like to know in advance of the activities you are planning for 2017 National VA Research Week. Please summarize your plans and fax this page to VA R&D Communications at (410) 962-0084 or email at christine.amereihn@va.gov. If you need samples of agendas, activity suggestions, invitation letters, etc., please check the VA R&D website at www.va.gov/researchweek, or contact Christine Amereihn at (443) 759-3458.

VA Facility City & State	
Public Affairs Officer	
VISN # & VISN Director	
ACOS/R	
lame/Title of Event Coordinator(s)	
Phone Number	
Date(s) of Research Day(s)	

Summary of Plans:

include the names of congressional representatives and/or other dignitaries you plan to invite; use separate paper if needed and/or attach draft agendas