

Attachment 2: Electronic reminder to complete SAPR

Dear Project Directors:

Attached is the Jail Diversion and Trauma Recovery Priority to Veterans Semi-Annual Progress Report Form for the reporting period ending <DATE>. As you know, we are using this form twice a year to track your project's progress for the cross-site process evaluation. We hope you find it easy to use and helpful in capturing your project's progress over the past six months, and as usual we welcome all feedback. A few points to note:

1. The due date is <DATE>.
2. Detailed instructions for completing the form are on page 1 of the attachment.
3. If you need an electronic copy of your last SAPR, or have a technology question, please contact Amanda Aykanian at Advocates for Human Potential, aaykanian@ahpnet.com or by phone at 978-261-1407.
4. If you have any content questions, please contact Amy Salomon at Advocates for Human Potential, asalomon@ahpnet.com; or by phone at 978-261-1409.
5. Please send me, david.morrisette@samhsa.hhs.gov, an electronic copy of the Semi-Annual Progress Report when you have completed it.

Don't hesitate to call me with any questions. I look forward to reviewing you project's progress.

Thanks, Dave.