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Date

Firstname Lastname

Address

City, ST Zip

Dear [firstname lastname],

At the request of the U.S. Department of the Treasury, we are partnering with the University of Wisconsin to survey Parks Opportunity Program participants. We need **your** help to improve financial services for people like you. We are asking for your help now because you agreed to participate in our study about six months ago at your POP orientation.

We hope you have time to answer our brief survey. As a way of saying thank you for your participation, we have enclosed a small token of appreciation.

The survey is **voluntary**. Your decision to participate has no effect on any services you have received or may receive in the future. **The survey is also private**. We will not use your name in the study. We will use your survey answers and information associated with the services you have received.

**Please take a few minutes to complete the enclosed survey. We have provided a postage-paid, self-addressed envelope.** Please contact Griselle Sanchez at (608) 262-2164 or [gsanchez@ssc.wisc.edu](mailto:gsanchez@ssc.wisc.edu) with any questions you may have.

Thanks so much for your thoughts and your time. Your opinions and experiences are very important to us.

Sincerely,

Cathie Mahon  
Deputy Commissioner  
NYC DCA Office of Financial Empowerment



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Date

Firstname Lastname

Address

City, ST Zip

Dear [firstname lastname],

I recently invited you to participate in an important study related to the Parks Opportunity Program. We are working with the University of Wisconsin to improve financial services for you and your community.

Our records show that we have not yet received your completed survey. **I am writing today to encourage you to fill out your survey. Please return it as soon as you can.** We have provided another copy of this short survey along with a stamped, self-addressed envelope.

The survey is **voluntary**. Your decision to participate has no effect on any services you have received or may receive in the future. **The survey is also private.** We will not use your name in the study. We will use your survey answers and information associated with the services you have received.

Please contact Griselle Sanchez at (608) 262-2164 or [gsanchez@ssc.wisc.edu](mailto:gsanchez@ssc.wisc.edu) with any questions you may have.

Thanks so much for your thoughts and your time. Your opinions and experiences are very important to us.

Sincerely,

Cathie Mahon

Deputy Commissioner

NYC DCA Office of Financial Empowerment



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Date

Firstname Lastname

Address

City, ST Zip

Dear [firstname lastname],

A few weeks ago I wrote to ask for your help with some important research related to the Parks Opportunity Program. We are working with the University of Wisconsin to improve POP services, and we would like to hear about your experiences.

Our records show that we have not yet received your completed survey.

**I encourage you to fill out your survey and return it as soon as you can. We have enclosed a final copy of the survey, along with a stamped, self-addressed envelope for your convenience.** If you have already returned your completed questionnaire, please disregard this reminder—we thank you for your help.

**This is a voluntary and private survey.** Your decision to participate has no effect on any services you have received or may receive in the future. We will not use your name in the study. We will use your survey answers and information associated with the services you have received.

If you have any question about how to return your survey, please contact Griselle Sanchez at (608) 262-2164 or [gsanchez@ssc.wisc.edu](mailto:gsanchez@ssc.wisc.edu).

Thank you very much for your help with this important study.

Sincerely,

Cathie Mahon

Deputy Commissioner

NYC DCA Office of Financial Empowerment