{hand fill date}

«first name» «last name» «address» «city_state» «zipcode»

Dear «first name» «last name»,

On behalf of the Centers for Disease Control and Prevention and RTI International's project staff, I would like to thank you for completing the Community Transformation Grants Program Evaluation survey. Your input into this study is important to our ultimate success.

Enclosed you will find a {check/gift card} for \$20 as a token of appreciation for your time participating in the study.

Please do not hesitate to contact me at 800-844-8959 if I can provide any additional information or assistance about the study or your interview.

Thank you again for your time and willingness to participate.

Sincerely,

Bronna Muldavin

Brenna Muldavin, Survey Manager