

<<Letterhead will be designed to include project logo, and RTI Return Address and Project Name>>

**Lead Letter Sent to *Enhanced Protocol* Oversample**

<<Season and Year>>

Household members at:

«add1» «add2»

«city», «state» «zip»

Dear <<CountyMunicipality>> Resident,

The Centers for Disease Control and Prevention (CDC) and their nonprofit data collection agent, RTI International, are conducting an evaluation of the Community Transformation Grants program. We will want to learn about the health, experiences, and perspectives of people in <<county name>>. The results of the study will be used to improve the health of people in your community and throughout the nation.

Participation involves both a telephone interview and an in-home visit from one of our study staff members. The telephone interview averages about 30 minutes. Meeting with one of our staff members in your home will take less than two hours. ***The selected adult who completes both the telephone interview and in-home visit will be given a total of \$60 as a token of our appreciation.***

When we talk with you, we will ask a few questions that will enable us to determine whether your household is eligible and then randomly select one adult living in your household and invite that person to participate in our study. Two dollars have been enclosed to thank you for your participation in this selection process.

Participation is easy and may be started by calling a toll free number:

1-855-500-1437 [ << CASEID-A>> ]

*(Hablamos español.)*

You may also call this number if you have questions about the study and would like to learn more before deciding to participate. If we do not hear from you, we will attempt to call you directly.

Your household's participation in the survey will be kept private and is **very important** for the success of the study. We look forward to hearing from you.

Sincerely,

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Amy Roussel, Ph.D.  
Project Director, RTI International