

Attachment D - Reminder Emails

Reminder 1: All Participants

Proposed Sender: OSTLTS_Evaluation

Bcc: All invitees

Subject: REMINDER: Participation Requested: CDC Public Health Law Program Assessment

Dear Colleagues,

Many thanks to those who have already participated in the CDC Public Health Law Program Needs Assessment. For those of you who have not yet participated, please take a few minutes to participate. Your feedback is incredibly important to ensuring the tools, training, and technical assistance provided by PHLP accurately reflect your needs. Findings from this assessment will be used by PHLP to develop tools, training, and technical assistance reflective of those needs. Information gathered will also support the development of PHLP's 5-year strategic plan.

A PDF of the assessment is attached if you would like to review before completing online. We ask that you complete your assessments by the final deadline of [date of deadline].

To access the assessment click: _____

Thank you for your participation,

[Name]

Reminder 2: All Participants

Proposed Sender: OSTLTS_Evaluation

Bcc: All invitees

Subject: REMINDER: Participation Requested: CDC Public Health Law Program Assessment

Dear Colleagues,

Many thanks to the [number who participated] of you who have participated in the CDC Public Health Law Program Assessment! We are hoping to hear back from as many of you as possible because your feedback is critical in helping CDC's Public Health Law Program improve the legal resources it provides to state, tribal, local, and territorial (STLT) health departments. For those of you who have not yet participated, please take a few minutes to share your opinions. We ask that you complete your assessments no later than [date of deadline].

To access the assessment, click: _____

Thank you all for your participation.

Best,

[Name]