

Appendix C-7 Cluster Administrator Survey Reminder E-Mail 1

Dear Cluster Administrator,

This is a friendly reminder that the first portion of your Cluster Administrator Survey (CAS), which contains the small business and large organization rosters (located in the portion of the Small Business Info tab with blue headers, and in the Large Organization Info tab, respectively), is due on [insert date]. Please do your best to return the partially completed CAS to Optimal by then.

Thank you very much for your invaluable assistance during this data collection period. Please feel free to contact us via e-mail at clusters@optimalsolutionsgroup.com or by telephone at (301) 918-7318 if you have any questions.

Best regards,