

EMAIL PROMPT TEMPLATE

Sender mailbox address: CBSHeal@norc.org

Subject Line:

Dear <<TITLE>> <<FNAME>> <<LNAME>>:

On behalf of the Centers of Disease Control and Prevention (CDC), we invite you to take part in the Community Based Survey of Supports for Healthy Eating and Active Living (CBS HEAL).

This national survey seeks to gather information on the existence of certain policies, standards, and practices enacted or implemented by local governments that promote more healthful eating and physical activity for residents.

To access the survey, please click the survey link below and enter your unique Personal Identification Number (PIN).

[INSERT SURVEY LINK]

PIN: [INSERT PIN]

CDC will use this information to evaluate the extent to which local communities have in place policy and environmental supports for healthy eating and active living consistent with recommendations from expert groups. In addition, communities, such as yours, may use the data collected to see how they compare with other communities nationally or with communities of a similar geography, population size, and urban status.

Your participation is voluntary and you may stop participating at any time. You have the right to refuse to answer any question. The information you give us will be combined with the responses of participants in other communities in a summary report. CDC will provide your local government with a brief summary report that compares the findings from your community with those of other communities in the study. There are no risks or benefits to you for participating.

The Institutional Review Board at NORC at the University of Chicago has determined this study to be exempt from the human subjects review process. If you have any questions about the study or need technical assistance, please contact the NORC project team toll free at XXX-XXX-XXXX or email (CBSHEAL@norc.org).

Thank you,

NORC at the University of Chicago
Acting as Data Collection Agent for the U.S. Centers for Disease Control and Prevention