

# First and Second Reminder Emails

## A. Grantees

[HSAG email]

Subject: Re: ACL Evidence Based Program Fidelity Survey

Dear [Grantee],

Recently, we sent you an email invitation to participate in a survey to inform a national project by the Administration for Community Living (ACL). Your answers to this survey will help ACL understand your experience in selecting, implementing, and if necessary, adapting evidence-based programming funded by ACL, as well as your processes for monitoring program fidelity. It will take less than 40 minutes to complete.

HSAG is an independent research firm that is helping ACL conduct the survey. No one but the staff at HSAG or ACL will see your answers. Your answers will not have your name on them and will be part of a pool of information from others like you. Please email Landry Nyandamu at [lnyandamu@hsag.com](mailto:lnyandamu@hsag.com) or call **602-801-6801** if you have any questions.

If you have not yet completed this survey, please click the following link to begin or continue responding to the survey:

URL [Grantee unique URL]

Thanks again for your cooperation.

Sincerely,

[Signed by Cindy Strickland]

## B. Implementation Organizations

[HSAG email]

Subject: Re: ACL Evidence Based Program Fidelity Survey

Dear [Implementation organization],

Recently, we sent you an email invitation to participate in a survey to inform a national project by the Administration for Community Living (ACL). Your answers to this survey will help ACL understand your experience in selecting, implementing, and if necessary, adapting the [program] for [Grantee organization], as well as your processes for monitoring fidelity to developer models. It will take less than 40 minutes to complete.

HSAG is an independent research firm that is helping ACL conduct the survey. No one but the staff at HSAG or ACL will see your answers. Your answers will not have your name on them and will be part of a pool of information from others like you. Please email Landry Nyandamu at [lnyandamu@hsag.com](mailto:lnyandamu@hsag.com) or call **602-801-6801** if you have any questions.

If you have not yet completed this survey, please click the following link to begin or continue responding to the survey:

URL [Grantee unique URL]

Thanks again for your cooperation.

Sincerely,

[Signed by Cindy Strickland]

## Final Reminder Email

### A. Grantees and Implementation Organizations

[HSAG email]

Subject: Re: ACL Evidence Based Program Fidelity Survey

Dear [Grantee],

We know there are many demands on your time, but the ACL survey will be closing in one week on [XX,] 2022. Please help ACL understand your experience with program fidelity. It will take less than 40 minutes to complete.

If you have not yet completed this survey, please click the following link to begin or continue responding to the survey:

URL [Grantee unique URL]

Thanks again for your cooperation.

Sincerely,

[Signed by Cindy Strickland]