

## **Appendix F**

### **Reminder Emails**

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Dear [Name]:

**We've been trying to reach you about a very important survey** sponsored by the Administration for Community Living (ACL). ACL has partnered with Mathematica, USAgings, and ADvancing States to conduct the Aging Network Partnerships and Effectiveness Survey. **Our goal is to hear from all [State Units on Aging/Area Agencies on Aging (AAA)/ Older Americans Act (OAA) Title VI Native American tribal organizations] in this survey** to learn about how the Aging Network collaborates to improve the lives of older adults, and how it determines the effectiveness of these efforts.

### **What do I need to do?**

Please click the link below to complete the survey online. You can complete the survey on a computer, tablet, cell phone, or other mobile device.

[Start Aging Network Partnerships and Effectiveness Survey](#)

### **How long will the survey take?**

The survey takes about 15 minutes to complete.

### **What is the survey about?**

The survey asks questions about forming partnerships with other organizations, how COVID-19 may have impacted those partnerships, and much value or benefit a program provides relative to the cost of program services. You can also preview the questions [here](#).

### **Who will have access to the data I provide?**

The information you provide will only be accessible to the evaluation team and ACL. Individual responses will be grouped with others in published evaluation reports.

Thank you in advance for your participating in the survey despite the many competing demands on your time. If you have any questions about the survey, please email [STUDY EMAIL ADDRESS] or call Mathematica's toll-free number: XXX-XXX-XXXX.

Mindy Hu  
Survey Director  
Mathematica

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0985-New. Public reporting burden for this information collection is estimated to average 15 minutes per response. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Administration for Community Living/Administration on Aging, Washington, DC 20201 Attn: Caryn Bruyere, 202-795-7393.



Dear [SUA Contact Name]:

**We need your input for the Aging Network Partnerships and Effectiveness Survey** sponsored by the Administration for Community Living (ACL). Your feedback is very important to understanding how **[State Units on Aging/Area Agencies on Aging/Older Americans Act (OAA) Title VI Native American tribal organizations] partner with others in the Aging Network, and how agencies assess the value of program services.**

Please click the link below to complete the survey online today! It takes only **about 15 minutes to complete.**

**[Start Aging Network Partnerships and Effectiveness Survey](#)**

The survey asks questions about forming partnerships with other organizations, how COVID-19 may have impacted those partnerships, and determining the costs and benefits of services your organization provides. You can also preview the questions [here](#). Findings from this survey will help ACL make informed decisions about ways to better support the Aging Network.

We understand this may be a busy time for you and we appreciate your taking the time to complete this survey. If you have any questions about the survey, please email [STUDY EMAIL ADDRESS] or call Mathematica's toll-free number: XXX-XXX-XXXX. Thank you in advance!

Sincerely,  
Mindy Hu  
Survey Director  
Mathematica

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Dear [Name]:

**This is your last chance to participate in the Aging Network Partnerships and Effectiveness Survey** sponsored by the Administration for Community Living (ACL). Your feedback is very important in helping ACL learn about how the Aging Network collaborates to improve the lives of older adults and how it determines the effectiveness of these efforts

**The last day to complete the survey is [FILL DATE].** Please click the link below to complete the survey online today! It takes only about 15 minutes to complete.

**[Start Aging Network Partnerships and Effectiveness Survey](#)**

The survey asks questions about forming partnerships with other organizations, how COVID-19 may have impacted those partnerships, and how agencies determine the benefit of program services relative to their cost. You can also preview the questions [here](#).

If you have any questions, please email [STUDY EMAIL ADDRESS] or call Mathematica's toll-free number: XXX-XXX-XXXX. Thank you for taking the time to complete the survey!

Mindy Hu  
Survey Director  
Mathematica

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