

Participant Survey Reminder E-Mail

Dear [first name] [last name], participant of the [cluster name],

This is a reminder to complete the brief [cluster name] participant survey for which you were sent an invitation.

Even if you are unsure, unaware, or don't recall your attendance in these events or services, we still would like to ask you a few questions that may help [cluster name] or organizations with similar functions tailor their message and outreach to organizations like yours.

Your survey responses will be used to assess the impact of the cluster's services and activities as well as to improve and help guide future cluster initiatives. Your opinion and feedback are important to evaluate and improve the [cluster name] and the RIC Initiative.

We greatly appreciate your time and input!

[Take Survey](#)

- If you have questions about the program, please contact [cluster point of contact] at [cluster POC email].
- If you have questions about your participation in this study, please contact Oswaldo Urdapilleta at Optimal, (301) 306-1170 Ext. 709, urdapilleta@optimalsolutionsgroup.com
- If you have any questions or experience technical difficulties accessing or submitting the survey, please contact us at clusters@optimalsolutionsgroup.com or toll free at [1-800-970-2487](tel:1-800-970-2487).

Sincerely,

Oswaldo Urdapilleta
Project Director
Optimal Solutions Group, LLC