

1st E-Mail Sent—Initial Announcement

E-Mail Subject: Be heard: 2024 Spouse and Family Issues Survey

Dear [Name]:

I know that you care deeply about the health and well-being of our military community and that's why I'm writing — to ask you to take part in the "2024 Spouse and Family Issues Survey." This is a short survey on a very important series of topics related to safety and well-being in our community. The survey takes around 15 minutes to complete— you can start and stop as needed, answer only questions that pertain to you, and your input is confidential.

Go to **DoDsurveys.mil** on any computer, tablet, or smartphone and enter your Ticket Number
XXXXXXX

This survey is about your experiences as a military spouse – **it is an opportunity to BE HEARD and help shape important programs that support our military community.**

Your participation is voluntary and your responses are confidential.

Thank you in advance for sharing your experiences through the "2024 Spouse and Family Issues Survey."

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics (OPA)

This survey is "Official Business" and members of the military or federal government employees can complete the survey at their work stations, using government equipment. The results are private to the extent permissible by law. If you choose, you can also complete the survey at home or elsewhere.

If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [CLOSE_DATE]. You will be required to provide your ticket number.

For your convenience, OPA has set up a telephone line for anyone who wishes to verify the survey's legitimacy. Call 1-571-372-1034 for a list of current data collections by licensed OPA surveys. Alternatively, call 372-1034 from any DoD or other government telephone with DSN. This prerecorded list does not include surveys being conducted by other DoD offices.

OMB Control Number XXXX-XXXX/Expiration Date XX/XX/XXXX

2nd E-Mail Sent

E-Mail Subject: Your Voice Matters: 2024 Spouse and Family Issues Survey

Dear [Name]:

We recently contacted you about an opportunity to **be heard** in the “2024 Spouse and Family Issues Survey.” Thank you for completing the survey if you have already done so. If you missed it, or perhaps you haven’t submitted your answers yet, please do so as soon as possible! Your confidential, voluntary input is so important to gaining an accurate picture of well-being, health, and support systems for military families.

Go to **DoDsurveys.mil** on any computer, tablet, or smartphone and enter your Ticket Number
XXXXXXX

Data drives action. Please know that policy makers use data just like the results of this survey to guide resources to programs to support our military families.

Please start your survey today. Your participation is voluntary, the survey takes 15 minutes or less. If you have partially completed the survey, but have not clicked the “Submit Button,” please go back, log onto the website, complete as many items as you can and submit the survey to us. If you prefer, you may fill out a paper version of the survey sent to you by mail earlier.

This survey is “Official Business” and can be completed using government equipment or at any other computer connected to the Internet.

Again, thank you for completing the survey.

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics (OPA)

The results are private to the extent permissible by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this email, emailing ADS-Survey@mail.mil or calling toll-free 1-800-881-5307. If you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [CLOSE_DATE]. You will be required to provide your ticket number.

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OMB Control Number xxxx-xxxx/Expiration Date xx/xx/xxxx

3rd E-Mail Sent

E-Mail Subject: Share Your Stories: 2024 Spouse and Family Issues Survey

Dear [Name]:

Your Ticket Number: XXXXX

If you have already completed the “202 Spouse and Family Issues Survey”—thank you! We appreciate your willingness to share your experiences. If you haven’t had a chance to complete the survey, it’s not too late. Take 15 minutes to share your input to help inform policy makers on what you see as the biggest factors impacting family health and well-being.

Website URL: DoDsurveys.mil

Ticket Number: XXXXX

This survey is the best way for military spouses like you to **be heard** by the Department of Defense policymakers. DoD has used results from previous surveys to make actual policy changes, such as expanding TRICARE, helping spouses with obtaining grants to support their education and employment, and expanding child care options. Your participation is voluntary.

If you have already started the survey, but didn’t complete it, you can still log in to do so. Be sure to hit the “Submit” button at the end, so that we know you’re done!

Again, thank you for sharing your stories with us.

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics (OPA)

This survey is “Official Business” and can be completed using government equipment or at any other computer connected to the Internet. If you prefer, you may fill out the questionnaire previously mailed to you and return it in the postage-paid envelope.

Your responses will be kept private to the extent permitted by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If, however, you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [CLOSE_DATE]. You will be required to provide your ticket number.

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OMB Control Number xxxx-xxxx/Expiration Date xx/xx/xxxx

4th E-Mail Sent (Provided in case additional emails are approved)

E-Mail Subject: Reminder: take the 2024 Spouse and Family Issues Survey

Dear [Name]:

Your Ticket Number: XXXXX

If you have already completed the “202 Spouse and Family Issues Survey,” thank you. If you have not had a chance to complete the survey, please take the time today to do so by going online to the website below.

Website URL: DoDsurveys.mil

Ticket Number: XXXXX

The open period for this survey is nearing completion, and **your voice matters!** Please help us improve the quality of life, health, and well-being of military families by completing this survey.

Your participation is voluntary.

If you have already started the survey, but didn't complete it, you can still log in to do so. Be sure to hit the “Submit” button at the end, so that we know you're done!

This survey is “Official Business” and can be completed using government equipment or at any other computer connected to the Internet.

Again, thank you for participating in the “202 Spouse and Family Issues Survey.”

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics (OPA)

The survey is private to the extent permitted by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If, however, you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [CLOSE_DATE]. You will be required to provide your ticket number.

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OMB Control Number xxxx-xxxx/Expiration Date xx/xx/xxxx

5th E-Mail Sent—(Provided in case additional communications are granted)

E-Mail Subject: Closing soon: 202 Spouse and Family Issues Survey

Dear [Name]:

Your Ticket Number: XXXXX

The end of the survey period has nearly arrived, but you still have an opportunity to share your input with Department of Defense leaders. If you have already completed the “202 Spouse and Family Issues Survey,” we thank you. Please take 15 minutes today and complete this important survey – **your voice matters!**

Answer only questions that pertain to you and your family. The survey is voluntary and helps to inform policy makers on what matters most when it comes to your health, safety, and well-being.

Website URL: DoDSurveys.mil

Ticket Number: XXXXX

Every single response matters. This is your final opportunity to weigh in on family well-being among military families and we really need your input to ensure all views are represented.

If you have already started the survey, but didn't complete it, you can still log in to do so. Be sure to hit the “Submit” button at the end, so that we know you're done! Your participation is voluntary.

This survey is “Official Business” and can be completed using government equipment or at any other computer connected to the Internet.

Again, thank you for sharing with us through the “202 Spouse and Family Issues Survey.”

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics (OPA)

The survey is private to the extent permitted by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, calling toll-free 1-800-881-5307, or sending a fax to 1-763-268-3002. If, however, you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [CLOSE_DATE]. You will be required to provide your ticket number.

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OMB Control Number xxxx-xxxx/Expiration Date xx/xx/xxxx

6th E-Mail Sent—(Provided in case additional communications are granted)

E-Mail Subject: 2024 Spouse and Family Issues Survey

Dear [Name]:

Your Ticket Number: XXXXX

If you have already completed the *2024 Spouse and Family Issues Survey*, thank you. If you have not yet had a chance, **please participate before the survey closes.**

Website URL: **DoDsurveys.mil**

Ticket Number: XXXXX

The open period for this survey is nearing completion, and **your voice matters!** Please help us improve the quality of life, health, and well-being of military families by completing this survey.

Your participation is voluntary. Questions are voluntary.

Thank you for participating in the *2024 Spouse and Family Issues Survey*.

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics

The survey is private to the extent permitted by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, or calling toll-free 1-800-881-5307. If, however, you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [DATE]. You will be required to provide your ticket number.

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7th E-Mail Sent—(Provided in case additional communications are granted)

E-Mail Subject: Final Reminder! 2024 Spouse and Family Issues Survey

Dear [Name]:

Your Ticket Number: XXXXX

There is just a little more time left to join the military spouse community and **BE HEARD** as part of the *2024 Spouse and Family Issues Survey*. If you have already completed the survey, thank you. If you have not yet had a chance, **please participate before the survey closes**.

Website URL: **DoDsurveys.mil**

Ticket Number: XXXXX

This is your **final opportunity** to provide your unique opinions and experiences on life as a military spouse as part of the 2024 Spouse and Family Issues Survey. This is a vital tool for policymakers as they evaluate how current programs meet your needs, and where change or new programs are needed.

Your participation is voluntary. Questions are voluntary.

Thank you for participating in the *2024 Spouse and Family Issues Survey*.

Sincerely,

Dr. Paul Rosenfeld
Director, Center for Retention and Readiness
Office of People Analytics

The survey is private to the extent permitted by law. If you have any questions or concerns, please contact our Survey Processing Center by replying to this e-mail, e-mailing ADS-Survey@mail.mil, or calling toll-free 1-800-881-5307. If, however, you do not wish to participate or receive additional reminders about this survey, you may remove yourself from the mailing list by replying to this message. Be sure to include your ticket number and the words, "Please remove me from this survey's mailing list." If you wish to withdraw your answers after starting this survey, notify the Survey Processing Center prior to [DATE]. You will be required to provide your ticket number.

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