

Note: This invitation letter and paper survey will only be sent to select participants. All others will receive the invitation message via email.



MILLENNIUM COHORT STUDY

Committed to Understanding Service Member and Veteran Health

<John Sample>
<1234 Street Address>
<Extra Street Address>
<Cityname, ST 12345-3789>



Dear {Name},

Thank you for your continued involvement in the Millennium Cohort Study. We greatly appreciate your participation in this important project.

With the completion of the 2024-2025 survey cycle, the study team is now focusing on preparing for the future. As we continually strive to improve our survey design and communication strategies, we would love to hear your feedback on how we can do better.

Please take a few minutes to complete the enclosed short survey and return it in the pre-paid envelope provided. The information you provide will help us enhance our efforts to reach and engage your fellow Cohort members.

Alternatively, you can complete the survey online at [{link}](#).

Your Subject ID is: [{xxxxxxx}](#).

We look forward to hearing from you and thank you for being a valued member of the Millennium Cohort Study.

Very respectfully,
The Millennium Cohort Study Team

For any questions, please contact the Millennium Cohort Team at usn.nhrc-milcohortinfo@health.mil or call toll free 1-888-942-5222 or DSN 553-7465, and reference your Subject ID: [{SID}](#)

The Millennium Cohort Study is an authorized Department of Defense research project. Report Control Symbol # DD-HA(AR)2106, Office of Management and Budget Approval # 0720-0029, and Primary Institutional Review Board Protocol # NHRC.2000.0007.

DEPLOYMENT HEALTH RESEARCH DEPARTMENT

P.O. BOX 85777 • SAN DIEGO, CA 92186-5777 • DSN: 553-7465 • PHONE: 888-942-5222 • MILLENNIUMCOHORT.ORG

Reminder Email for Those That Receive a Paper Invitation Letter and Paper Feedback Survey
Subject line: Your Feedback Is Requested

Dear <Name>,

We recently sent you a short Millennium Cohort Study feedback survey that you should have received in the mail a few weeks ago. This feedback survey will help the study team understand how we can improve our survey design and communication strategies.

If you did not receive the feedback survey, please take a moment to update your mailing address with the study team by visiting our website at www.millenniumcohort.org and clicking 'Update Contact Info'.

Completing the feedback survey online will only take a few minutes.

You can complete this short survey on our website at <link>

Your Subject ID is: <xxxxxxx>

Only by continually improving our survey will we be able to provide results to key stakeholders, including Department of Defense (DoD) and Veterans Affairs (VA) leadership, to help inform healthcare policies, guide prevention and treatment programs, and strengthen opportunities for future generations of military personnel.

Thank you for your continued participation in this landmark study.

Very respectfully,

The Millennium Cohort Study Team

If you are a Veteran or service member in crisis or concerned about one, please connect with qualified responders for confidential help at the Veteran Crisis Line by DIALING 988 then PRESS 1 or texting 838255. You can get more resources at VeteransCrisisLine.net.

For any questions, please contact the Millennium Cohort Team at usn.nhrc-MilcohortInfo@health.mil or call toll free 1-888-942-5222 or DSN 553-7465 and reference your Subject ID: <xxxxxxx>.

The Millennium Cohort Study is an authorized Department of Defense research project. Report Control Symbol # DD-NAVY-2678, Office of Management and Budget Approval # 0703-0064, and Primary Institutional Review Board Protocol # NHRC.2000.0007.

If you would like this email address to be removed from our email list, please visit <unsubscribe code>

Email Invitation for Those That Will Not Receive a Paper Invitation or Paper Feedback Survey
Subject Line: Your Opinion Matters

Dear <Name>,

Thank you for your continued involvement in the Millennium Cohort Study. We greatly appreciate your participation in this important project.

With the completion of the 2024-2025 survey cycle, the study team is now focusing on preparing for the future. As we continually strive to improve our survey design and communication strategies, we would love to hear your feedback on how we can do better.

Please take a few minutes to complete the enclosed short survey and return it in the pre-paid envelope provided. The information you provide will help us enhance our efforts to reach and engage your fellow Cohort members.

Alternatively, you can complete the survey online at <link>
Your Subject ID is: <xxxxxxx>

We look forward to hearing from you and thank you for being a valued member of the Millennium Cohort Study.

Very respectfully,
The Millennium Cohort Study Team

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Reminder Email for Those That Will Not Receive a Paper Invitation or Paper Feedback Survey
Subject line: Your Feedback Is Requested

Dear <Name>,

We know how busy you are, and that is why we would be grateful if you can find a few minutes to complete the short feedback survey from the Millennium Cohort Study.

Completing the short feedback survey will only take a few minutes. Please log into the secure website at: <link>

Your Subject ID is: <xxxxxxx>

Only by continually improving our survey will we be able to provide results to key stakeholders, including Department of Defense (DoD) and Veterans Affairs (VA) leadership, to help inform healthcare policies, guide prevention and treatment programs, and strengthen opportunities for future generations of military personnel.

Thank you for your continued participation in this landmark study.

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All Participants
Final Reminder
Subject line: Final Opportunity to Participate

Dear <Name>,

We are writing to you today to follow-up on the request to complete the feedback questionnaire we recently sent to you. We are approaching the end of this data collection period and we would greatly appreciate your participation. Your input is important for us to understand how we could improve your and your fellow Cohort members' experiences with the study.

Please take a few minutes to complete this short feedback survey by logging into the secure website now at: <link>
Your Subject ID is: <xxxxxxx>

This request is the final opportunity for you to respond because the data collection period must close at the end of this month. Therefore, we really hope to hear from you.

Thank you for your selfless service and dedication to this study and our nation.

Very respectfully,
The Millennium Cohort Study Team

If you are a Veteran or service member in crisis or concerned about one, please connect with qualified responders for confidential help at the Veteran Crisis Line by DIALING 988 then PRESS 1 or texting 838255. You can get more resources at VeteransCrisisLine.net.

For any questions, please contact the Millennium Cohort Team at usn.nhrc-MilcohortInfo@health.mil or call toll free 1-888-942-5222 or DSN 553-7465 and reference your Subject ID: <xxxxxxx>.

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Web Responders - Survey Received Email
Subject line: Thank You for Completing Our Feedback Survey

Dear <Name>,

Thank you for completing the Millennium Cohort feedback survey! Your participation and valuable insights are greatly appreciated.

Your input is important to us and we will be carefully reviewing the results in the coming weeks. We are committed to making changes that will positively impact our participants, and your feedback will play a significant role in this process.

Thank you again for your time and effort in completing the survey. If you have any further feedback or comments, please don't hesitate to reach out.

Very respectfully,
The Millennium Cohort Study Team

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