

Attachment E: System-Generated Survey Reminder Emails

System-Generated Reminder Email 1:

From: CFI Group (noreply@invite.cfigroup.com)

To: [Funded Recipient]

Subject: Don't Miss Out! 2024 CDC Funded Recipient Experience Survey

Dear CDC Funded Recipient,

We hope this message finds you well. This is a friendly reminder to participate in the 2024 CDC Funded Recipient Experience Survey. As a funded recipient, your input is critical. Your unique link is below, and the survey takes only about 16 minutes, on average.

Why Your Participation Matters: While the survey is voluntary, CDC can only take action if we hear from enough people. CDC will use results from the CDC Funded Recipient Experience Survey to improve its grants management support and services—and reduce burden on funded recipients like you.

Survey Deadline: Please take the survey any time between now and [insert date and time] EST.

How to Reach Us:

- For technical difficulties accessing, taking, or submitting the survey:
Email surveyhelp@cfigroup.com
- For non-technical questions about the survey:
Email recipient-survey@cdc.gov
- For more information and frequently asked questions, visit:
<https://www.cdc.gov/infrastructure/fre-survey.html>

Take the Survey with Your Unique Link Here: [Insert Survey Link]

We look forward to hearing from you. Thank you in advance for your time and valuable input!

Thank you,
CFI Group

We value your time. If you prefer not to receive further emails about the survey, please [unsubscribe here](#).

System-Generated Reminder Email 2:

From: CFI Group (noreply@invite.cfigroup.com)

To: [Funded Recipient]

Subject: Friendly Reminder: Complete the 2024 CDC Funded Recipient Experience Survey

Dear CDC Funded Recipient,

We hope this message finds you well. This is a friendly reminder to participate in the 2024 CDC Funded Recipient Experience Survey. As a funded recipient, your input is critical. Your unique link is below, and the survey takes only about 16 minutes, on average.

Why Your Participation Matters: While the survey is voluntary, CDC can only take action if we hear from enough people. CDC will use results from the CDC Funded Recipient Experience Survey to improve its grants management support and services—and reduce burden on funded recipients.

Survey Deadline: Please take the survey any time between now and [insert date and time] EST.

How to Reach Us:

- For technical difficulties accessing, taking, or submitting the survey:
Email surveyhelp@cfigroup.com
- For non-technical questions about the survey:
Email recipient-survey@cdc.gov
- For more information and frequently asked questions, visit:
<https://www.cdc.gov/infrastructure/fre-survey.html>

Take the Survey with Your Unique Link Here: [Insert Survey Link]

We look forward to hearing from you. Thank you in advance for your time and valuable input!

Thank you,
CFI Group

We value your time. If you prefer not to receive further emails about the survey, please [unsubscribe here](#).

System-Generated Reminder Email 3:

From: CFI Group (noreply@invite.cfigroup.com)

To: Funded Recipient

Subject: FINAL Reminder: Complete the 2024 CDC Funded Recipient Experience Survey by June 21, 2024

Dear CDC Funded Recipient,

We hope this message finds you well. This is a friendly reminder to participate in the 2024 CDC Funded Recipient Experience Survey. As a funded recipient, your input is critical. Your unique link is below, and the survey takes about 16 minutes, on average.

Why Your Participation Matters: While the survey is voluntary, CDC can only take action if we hear from enough people. CDC will use results from the CDC Funded Recipient Experience Survey to improve its grants management support and services—and reduce burden on funded recipients.

Survey Deadline: Please take the survey any time between now and [insert date and time] EST.

How to Reach Us:

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Email surveyhelp@cfigroup.com
- For non-technical questions about the survey:
Email recipient-survey@cdc.gov
- For more information and frequently asked questions, visit:
<https://www.cdc.gov/infrastructure/fre-survey.html>

Take the Survey with Your Unique Link Here: [Insert Survey Link]

We look forward to hearing from you. Thank you in advance for your time and valuable input!

Thank you,
CFI Group

We value your time. If you prefer not to receive further emails about the survey, please [unsubscribe here](#).