

Attachment F: E-mail Reminder for Initial Organizer Survey

[DATE]

To: [COMMUNITIES TALK ACTIVITY CONTACT]

From: [ICF REPRESENTATIVE]

Subject: There's Still Time: Tell SAMHSA about Alcohol and Other Drug Misuse Prevention in Your Community

Dear [COMMUNITIES TALK ACTIVITY CONTACT],

There's still time to complete your online survey about what your experiences with *Communities Talk* are, and how your community might be carrying out evidence-based strategies addressing alcohol and other drug misuse. The Substance Abuse and Mental Health Services Administration (SAMHSA) needs your help with better supporting prevention efforts.

The survey will last no more than 10 minutes. Your participation is completely voluntary. Your feedback is confidential.

If you wish to complete the survey, click [here](#) to start. We advise you **not** to use Internet Explorer when completing the survey. Please complete the survey by [DATE].

If you would like someone else to complete the survey on your behalf, please do not forward this message to that person, as we have selected specific people to respond. Instead, e-mail the person's contact information to info@communities-talk.com.

If your *Communities Talk* activity has not happened yet, do not complete the survey at this time. Rather, e-mail the date of the activity to info@communities-talk.com. You will receive a new request to complete the survey closer to the activity date.

If you have any questions about this survey, please contact Genevieve Martinez-Garcia, Study Administrator, at info@communities-talk.com.

Thanks for your help.

The *Communities Talk to Prevent Alcohol and Other Drug Misuse* Support Team