

APPENDIX C

FOCUS GROUP REMINDER LETTER

Expanded Food and Nutrition Education Program (EFNEP)  
Virginia Polytechnic Institute and State University  
229 Wallace Hall  
Blacksburg, Virginia 24061-0228

*Date*

Dear *Participant's Name*:

Thank you for agreeing to join us for a group discussion on food-related issues. We are writing to confirm the details of the meeting that *technician's name*, your EFNEP technician, told you about.

The meeting will be held on *date* at *time* at *location*. Snacks will be provided during the meeting. You will also be given coupons from an area grocery store to thank you for giving us your time. Please contact *technician's name* or one of us if you have any questions or if your plans change. We look forward to meeting you and having a fun group discussion. See you on *date*!

Sincerely,

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Shona Stack (540) 231-7708  
Graduate Student

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*Technician's name and phone #* Nutrition  
EFNEP Technician

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Judy Midkiff (804) 786-8664  
Smart Choices Network Coordinator