**FROM:** Campaign workers

**TO:** All staff

**CONTENT:** Thank you

**DATE TO SEND:** Week of Jan 17

**SUBJECT:** Thank you changemakers for your impact through the CFC!

Dear fellow changemakers:

From the bottom of my heart, thank you to each and every one of you who chose to be the face of change through the 2021 Combined Federal Campaign (CFC). Your generosity will have a lasting impact in our community, nation, and world. Here are the thrilling results for the 2021 CFC:

* [NUMBER] [DEPARTMENT/AGENCY] employees donated [TOTAL DOLLARS RAISED] and [TOTAL VOLUNTEER HOURS] to help people and communities in need. Across all campaign zones, [NATIONAL NUMBER OF DONORS] contributed [TOTAL NATIONWIDE DOLLARS RAISED] and pledged more than [TOTAL VOLUNTEER HOURS] hours of volunteer service! [*If applicable, point out the increases over the previous year’s campaign.]*
* [NUMBER] federal employees in [DEPARTMENT/AGENCY OR ZONE NAME] pledged more than [TOTAL VOLUNTEER HOURS] to help people and communities in need. Across all campaigns, [NATIONAL NUMBER OF DONORS] pledged [TOTAL VOLUNTEER HOURS].

With every dollar and every hour of service pledged will make a difference. Your gifts can welcome home a hero from service overseas, fund critical scientific research, remove trash from public parks, and so much more.

To celebrate the end of this year’s extraordinary campaign, we invite you and your colleagues to join us in a [EVENT/VIRTUAL EVENT] on [DATE] at [TIME] in [LOCATION]. We will announce this year’s final results and [INSERT OTHER EVENT ACTIVITIES, SPEAKERS, ETC]. We hope you will join us!

And finally, one more heartfelt thank you for all of the ways in which you are a changemaker. We look forward to continuing to serve all, alongside you, for another 60 years of the CFC.

Cheers,

[Campaign worker]

[Title]