

# Stakeholder Interest Assessment

Date: [Insert Date]

To: [Stakeholder's Name]

[Stakeholder's Position]

[Stakeholder's Organization]

[Address]

Dear [Stakeholder's Name],

We are conducting a stakeholder interest assessment in relation to [Project/Program Name]. Our goal is to understand the interests, concerns, and expectations of all stakeholders associated with this initiative.

As a valued stakeholder, your insights are crucial to the success of this project. We would appreciate your feedback on the following questions:

- What are your primary interests regarding [Project/Program Name]?
- Are there any concerns you would like to address?
- How do you envision your involvement in this project?

Please provide your feedback by [Response Due Date]. You can respond directly to this letter or contact me at [Your Email] or [Your Phone Number].

Thank you for your time and input. We look forward to your valuable contributions.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]