

# Beneficiary Involvement Query

Date: \_\_\_\_\_

To,

The [Recipient's Name]  
[Organization's Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We hope this letter finds you in good health and spirits. As part of our ongoing efforts to enhance the involvement of our beneficiaries in program planning and implementation, we are reaching out to gather your valuable feedback and insights.

We believe that the voices of our beneficiaries are vital in shaping the services we provide. Therefore, we kindly request your assistance in answering the following questions:

1. How have you been involved in our programs in the past?
2. What suggestions do you have for improving beneficiary engagement?
3. Are there any barriers you faced when trying to participate in program activities?

Your feedback is crucial for us to create a better and more inclusive environment. Please feel free to add any additional comments or thoughts you may have.

We appreciate your time and support in this matter. Kindly respond by [Response Deadline].

Thank you for your continued partnership.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]  
[Contact Information]