

Engagement Plan for Community Input on Digital Services

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Engagement Plan - Community Input on Digital Services

Dear [Recipient's Name],

We are reaching out to invite you to participate in an engagement initiative focused on improving our digital services. Your input is invaluable as we aim to enhance our offerings and better meet the needs of our community.

Objectives

- Gather feedback on current digital services.
- Identify areas for improvement and new service opportunities.
- Foster a collaborative environment for community engagement.

Engagement Activities

- Community workshops - [Insert Dates and Locations]
- Online surveys - Available from [Insert Start Date] to [Insert End Date]
- Focus groups - [Insert Dates and Participants]

How to Participate

We encourage you to participate in the following ways:

- Attend our community workshops.
- Complete the online survey.
- Join a focus group discussion.

Contact Information

If you have any questions or require further information, please do not hesitate to contact me at [Your Email] or [Your Phone Number].

We look forward to your participation in this important initiative to enhance our digital services.

Thank you!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]