

Dear Colleagues,

Thanks to your generosity and spirit of caring, **(INSERT FEDERAL AGENCY NAME)** raised **(INSERT DOLLAR AMOUNT)** for great causes through the Combined Federal Campaign.



It's not just a number. This fantastic achievement will improve the quality of life for many, many people. It may even save lives. You will likely never meet the people whose lives you changed, so it's my humbling responsibility to say "thank you" on their behalf. Because of you, fewer children will go to bed hungry, more veterans will be cared for, life-threatening diseases will be staved off, researchers will get closer to a cure for cancer, animals will find homes, the environment will be cleaner—and much, much more.

**"I can no other answer make,  
But thanks,  
And thanks,  
And ever thanks."**

-William Shakespeare

Best wishes,

**YOUR NAME/TITLE**