



Eastern Highlands Health District

4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: www.EHHD.org

INVITATION

The Eastern Highlands Health District (EHHD) Community Health Action Response Team (CHART) coalition is beginning an exciting project in partnership with local planning and zoning commissions, other elected/appointed officials, and residents. As part of the initial stages of this project, we are meeting with key informants to gather experiences, perspectives, expectations, and needs from members of our intended project audience.

You are invited to participate and become one of our key informants!

We believe that you may help us better understand the realities of local decision-makers, who serve in positions of leadership and, as a result, are influential in shaping planning and zoning decisions in local small/rural towns. What you will share with us will help the CHART coalition by informing the **development of a toolkit aimed at supporting and promoting healthy communities through the built environment.** This toolkit will be specifically tailored to reflect the planning and zoning needs of small and rural towns in our area.

Your participation in this stage of the project means that you will be talking to a member of the coalition one-on-one, for about 30-45 minutes, at a day, time, and location most convenient to you. So far we have met volunteers at local town halls, public libraries, and front porches. **You will also be answering a short survey.** We are planning on conducting interviews during the months of May and June 2015.

Your name and contact information will not be shared with anyone outside of the staff assigned to the EHHD CHART coalition. There are no right or wrong answers. Your honesty and openness are greatly valued. **Any and all information you will share with the interviewing team will be kept anonymous.**

If you have any questions about the project or this invitation, you can call Jordana Frost at (860) 429-3325 or by emailing frostj@ehhd.org.

Please share your contact information in the next section of this document to express your interest in participating in this stage of the project (interview and/or survey).

Thank you!



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I am interested in participating in this stage of the project. Please contact me at

_____ (phone) or _____ (email) to schedule a

convenient time to meet for the interview and/or for me to take the survey.

Participant's Name

Participant's Signature

Member of a local Planning and Zoning Commission? ☐ Yes ☐ No

If yes, for which town? _____

If no, what is the role you would like to represent as a key informant to this project?

Today's Date

Please return this completed form directly to EHHD via fax at (860) 429-3321 or via email at frostj@ehhd.org. You can also call Jordana Frost directly so we can arrange a meeting: (860) 429-3325.

Thank you!



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