**Email from Coordinator or Department Head**

Dear [name]:

The 2022 State Combined Campaign (SCC) kicks off in our department/agency today! We are excited to get started because at [name of agency or department], we recognize that when you reach out a hand to one, you influence the condition of all.

Last year, we raised [$XX,XXX] for our communities and we hope to surpass that number this year. During the next few weeks, you will get an opportunity to learn more about how SCC charities provide others with the services needed for a quality life.

This year has been challenging for so many Alabamians. Many have lost loved ones, many have lost jobs, and business that once thrived, may never open again. We are so lucky as State Employees that our livelihoods were not affected; that we have been able to continue working and to continue to provide for our families. We are indeed blessed.

You will also receive a pledge form and campaign brochure with more information. Please return your pledge form to me by [date]. You may want to acknowledge attachment here if using digital materials.

Everyone can share something, so please join me in making a gift to the SCC this year. Together, we can make a difference! We can reach our goal and help Alabamians from all walks of life, from the Shoals in North Alabama to the sandy beaches in South Alabama – and everywhere in between! We can do it because Alabama’s ***State Employees are the Heart of Alabama***.

Sincerely,

[Campaign Coordinator or Department Head]