

Example of Request for Letter of Support

Suggested information to include in a letter of support to ASTDD. **This is not a template letter**—make it very specific in terms of what type of support you are giving—e.g., sending a representative, paying for travel for the representative, participating in any follow-up workgroups, sponsoring a meal function, etc. **We need letters either sent in the mail or faxed to the following contact person by May 10: Bev Isman, 212 Huerta Place, Davis CA 95616, fax: 530-759-7089. The grant application is due to CDC by May 15.**

Date

Address letter to : ASTDD
322 Cannondale Rd
Jefferson City, MO 65109

This letter is to support the ASTDD application to CDC for a “Workshop to Plan a Continuum of Methods to Enhance the Dental Public Health Workforce and Improve the Nation’s Oral Health Infrastructure” to be held in Washington, DC early in 2004.

Include a few statements about the impact of dental and dental public health workforce issues on the nation’s oral health and how it relates to your organization’s/agency’s mission/role—why it is an important topic.

Include any examples or experience your organization has that might relate to dental public health, e.g., reports, leadership training, conference sponsorship, and also any past or current relationships with ASTDD.

State what type of role/support your organization is willing to provide for this particular conference and also in an ongoing effort to address dental public health workforce and leadership issues.

Thank you!