**FROM:** Campaign Manager

**TO:** All staff

**CONTENT:** Thank You Message

**DATE TO SEND:** Once department/agency results are available

**SUBJECT:** Thank you for *Being the Face of Change!*

Dear colleagues:

Thank you for the generosity you have shown during this giving season! Your efforts will bring help and hope to those in need here at home and around the world. I am so proud to be part of the CFC community and hope you are too.

Each year, through the CFC, we come together in the spirit of giving back, and our gifts are changing lives, like this one.

[INSERT CHARITY SUCCESS STORY].

This year’s success is a testament to the generosity of [DEPARTMENT/AGENCY] employees, and I am honored to call you my colleagues.

To celebrate the end of this year’s extraordinary campaign, we invite you and your colleagues to join us in a [EVENT/VIRTUAL EVENT] on [DATE] at [TIME] in [LOCATION]. We will announce this year’s final results and [INSERT OTHER EVENT ACTIVITIES, SPEAKERS, ETC]. We hope you will join us!

Thank you!

[Campaign Manager]

[Title]