

M I N N E S O T A

Literacy

C O U N C I L

Sharing the Power of Learning

**Sample Evaluation Letter
to Citizenship Volunteers**

Date

Dear Volunteer,

Thank you for supporting the learners in our citizenship program. It is very important to us that you have a positive experience serving with us. Every year, we ask for volunteers' feedback on their role within our program. This process is an opportunity to tell us about additional training needs you may have or share ideas for ways we can improve your experience in our program. Your feedback also helps us better support new volunteers.

I have attached a Citizenship Volunteer Questionnaire. Please fill it out and return the completed form to me by _____(date). You may choose to fill it out anonymously, or add your name if you would like to discuss your responses with us.

We appreciate your comments and your commitment to our program. The success of our learners depends on you!

Respectfully,

Volunteer Coordinator