****

Example Follow-Up Email

Water System Partnerships Workshop

**Subject:** Water System Partnerships Workshop Follow-Up

Hello [First Name] [Last Name],

Thank you for attending the Water System Partnerships Workshop on [Month Day, Year]. We commend you for taking the next step and learning how partnerships can help your community’s utilities overcome unique challenges to dependably provide affordable, clean, and safe water.

Now that it has been [number of months] since the workshop, we wanted to reach out and check in with how the partnerships are going. Have you created partnerships to help you resolve challenges? Or are you still having trouble identifying a partner? Either way, we are here to help you in all stages of forming partnerships.

Again, if you have any questions or need assistance with any part of your partnerships, please do not hesitate to reach out.

We look forward to hearing from you and your ongoing successes with partnerships.

Please contact:

[Lead Organization Point of Contact] at [Email] or call [Phone Number]. [Include as many resources as appropriate]

Thank you,

The Water System Partnerships Workshop Planning Team