

Invitation Sample

(Date)

(Agency Name)

Dear *(Name of the person you want to invite to join your taskforce)*,

The *(Name of your program)* is honored to invite you to join the regional taskforce that will be coordinating the Tenth Annual Binational Health Week that will take place October 1-16, 2011.

Binational Health Week has become one of the largest mobilization efforts in the Americas to improve the health and well-being of the underserved Latino population in the United States and Canada. It encompasses an annual weeklong series of health promotion and health education activities that include workshops, insurance referrals, and medical screenings, among others.

Last year, the events took place from October 4-15, 2010. An estimated 3,973 activities were held benefiting 734,657 people, not to mention the millions of people who received health information through the press from the 510 media reviews of the event. The organization of the event involved the participation of 10,133 agencies and 15,877 volunteers, which were led by 150 consulates working together with 178 planning committees. Also, five national campaigns were implemented with the aim of increasing the Latino population's awareness of: H1N1 and Preparing for Public Health Emergencies, Prevention of Addictions, Nutrition, Stroke Awareness, and Living Green. The inaugural event and Policy Forum on Migration and Health took place on October 4-5 in Guanajuato, Mexico and was attended by 800 participants. The closing event took place on October 14 in Sacramento, California. As a taskforce member, you will play a major role in coordinating Binational Health Week 2010. Your leadership within this taskforce is crucial to the success of events organized in your area. We are aware that you are an exemplary leader, and have the utmost confidence in your ability to assume this responsibility.

We look forward to hearing from you and hope that you will join us in planning Binational Health Week 2011.

Sincerely,

(Your name)

(Your County or City), BHW Regional Coordinator