



December 3, 2007

Linda Lucks
Grass Roots Venice Neighborhood Council Survey
P.O. Box 11387
Marina Del Rey, CA 90295-7387

Dear Linda,

Per our communication on 12/3/07, I am formally requesting agenda time at one of the Grass Roots Venice Neighborhood Council's upcoming meetings to administer a survey on behalf of the City of Los Angeles AIDS Coordinator's Office.

The information collected through the survey will help the City of Los Angeles learn more about how you feel about HIV/AIDS and HIV/AIDS prevention services. The survey is being offered to every certified neighborhood council in the City of Los Angeles. Results of this survey will help the City understand your opinions regarding HIV/AIDS and your interest in HIV prevention services.

Your participation in this survey requires about 15 minutes of time at one of your upcoming meetings.

I have included the following information for your review:

- A letter sent to your neighborhood council from the AIDS Coordinator, Stephen Simon requesting your participation;
- An Op-Ed from Stephen Simon published in City Watch's June 29th Newsletter
- A "Frequently Asked Questions" sheet providing additional information for you and your board; and
- A "Participant Information Sheet" that will be distributed to all survey participants.

Please contact me if you have any questions or need any other information. You can reach me by email (tnelson@vitalresearch.com), phone (323.951.1670), or fax (323.653.0123).

Thank you in advance for your participation. I will be contacting you soon to schedule your survey administration.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamara Nelson", is written over a large, faint, light-brown circular graphic element that spans the width of the page.

Tamara Nelson
Project Coordinator