**Dear [community site],**

As you may recall, you signed a letter of support last year for [partner] to apply for a grant administered through the University at Buffalo. We are excited to inform you that we have been selected by the Veggie Van Study to receive funding and technical assistance to start a new mobile market location at [community host site].

As part of the Veggie Van study, we also participate in an evaluation of our mobile market program so we can understand how to best serve the community with fresh food. The Veggie Van study is a research evaluation of mobile markets to understand if they can help people eat better and have more access to healthy food. It also looks at how mobile markets operate in order to understand the best practices for running a mobile market. The Veggie Van study includes 9 mobile markets operating in 32 community sites across 4 states. [Site name] will be one of [2 or 4] community sties that will be part of this study in our area. About 30 people at each community site will be asked to take part in the data collection for the evaluation.

While we are excited to start working with [site name], we won’t be able to start activities at your site until [first meet date]. As you can imagine, starting mobile markets in 32 communities is a large undertaking and we have to be mindful of our own capacity as well as that of our Veggie Van study partner. Rest assured that sites that start later will benefit from everything we learn early in the process and we can make those sites even better. I will reach out again [time frame prior to randomization] to confirm you are still interested in working with us. In the meantime, if anything changes, please let us know as soon as possible.

[Partner contact info]