

[Date]

[Recipient Name]

[Title]

[Organization Name]

[Address]

[City, State, Zip Code]

Subject: Community Reinvestment Act (CRA) Needs Assessment Survey

Dear [Recipient Name],

[Bank Name] is currently conducting a formal assessment of the credit and community development needs within our service area. As a valued leader in the community, your insights are critical in helping us understand the current economic landscape and identifying areas where our financial services can make the greatest impact.

As part of our commitment to the Community Reinvestment Act (CRA), we invite you to complete a brief survey regarding:

- Affordable housing availability and challenges.
- Small business credit and technical assistance needs.
- Essential community services for low-to-moderate income individuals.
- Opportunities for neighborhood revitalization and stabilization.

Please complete the survey by [Date] via the following link: [Insert Link]

Your feedback will be kept confidential and will be used to help shape our community reinvestment goals and future lending strategies. If you would prefer to discuss these needs via a brief phone call instead, please let us know.

Thank you for your time and for your dedication to our community.

Sincerely,

[Signature]

[Your Name]

[Your Title]

[Bank Name]

[Phone Number]

[Email Address]