

**DUE DATE AND
TRANSMITTAL
INFORMATION**

The data collection forms may be completed on paper or online via the Web. The online survey will be open on **November 15**. Before that date, we will send you an email with login information and a link to the online survey.

Regardless of whether you complete the forms on paper or via the Web, please return the FedEx envelope to Abt Associates Inc. with photocopies of directly verified NSLP applications, and documentation of direct verification.

November 30 data submission

FOR MORE INFORMATION

Call 866-638-2112 or e-mail to:
DirectVerificationStudy@abtassoc.com

**DIRECT
VERIFICATION
EVALUATION
STUDY**

Data Collection
Procedures for Local
Education Agency
(LEA) Survey



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**A study conducted for the Food and Nutrition
Service, USDA**

STUDY OBJECTIVES

The Child Nutrition and WIC Reauthorization Act of 2004 authorized use of Medicaid information for direct verification of eligibility for the National School Lunch Program. That legislation also requires USDA to determine the effectiveness of direct verification, and whether it can be conducted by most State agencies and LEAs.

With direct verification, LEAs may verify the eligibility of NSLP applicants without contacting households. Many LEAs directly verify students who apply on the basis of food stamp or TANF eligibility. Use of Medicaid data can further reduce the number of households that need to be contacted for NSLP verification.

Seven States are participating in this study of direct verification: Georgia, Indiana, Oregon, South Carolina, Tennessee, Washington, and Wisconsin. Data will be collected from State and local agencies in these States to help the Food and Nutrition Service (FNS) understand how direct verification is implemented, and its effectiveness.

YOUR ROLE IN THE STUDY

Your agency is one of 30 LEAs selected through scientific methods to represent

agencies in your State. Your participation in the study is **voluntary** and important to ensure scientifically valid findings.

Two types of data will be collected from LEAs:

1. Local Education Agency (LEA) Survey
2. Information about NSLP applications directly verified in SY2007-08

DATA COLLECTION PROCEDURES

LEA SURVEY

The LEA Survey is a three-page survey that can be completed on paper or via the Web. Questions are about:

- Verification sample size
- Direct verification results
- Your opinions about the direct verification process
- Staff time spent on direct verification
- Staff time spent on household verification
- Cost of staff time

Your opinions about direct verification are important to help FNS understand the benefits and challenges of direct verification.

Information on the value of staff time spent on direct verification (lookups and documentation) and other (household) verification will allow evaluation of direct verification cost effectiveness. All persons working on verification should have their time listed on the report. The Food Service director should provide information about staff pay rates.

After receiving the LEA Survey, please look at the time and cost data grid before the start of verification activities to determine if you need to track staff time in order to provide complete and accurate information.

DIRECTLY VERIFIED APPLICATIONS

Photocopies of **directly verified** NSLP applications must be submitted along with documentation of direct verification. Documentation should include a copy of the information available to confirm direct verification (e.g., printout of computer screen with query results).

NSLP applicant information is confidential, however, the law permits release of this information for FNS program evaluation. To ensure data security, this information may be transmitted only via FedEx.

Abt Associates will not contact NSLP applicants.