

APPENDIX D2

FOLLOW-UP E-MAIL REMINDER TO STATE CN DIRECTORS

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OMB Number: 0584-0562
Expiration Date: XX/XX/XXXX

XX/XX/2013

REMINDER for State Child Nutrition Director!

We are writing to confirm that last week you received a letter and survey for the USDA Special Nutrition Program Operations Study (SN-OPS). Your response to this study is very important. If you did not receive this information in the mail, please get in touch with us as soon as possible by contacting the Westat survey helpline at 1-888-202-1565 (toll-free) or by email: SNPOS@westat.com, and we will be glad to mail you another questionnaire.

If you have mailed the questionnaire, please disregard this reminder.

Thank you!

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB number. The valid OMB control number for this information collection is 0584-0562. The time required to complete this information collection is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.