

Attachment E1: Advance Letter to NAP Retailers

OMB Control Number: 0584-0524;
Expiration Date: 6/30/2016



DATE, 2014

Company/Org Information
Address
Phone and Fax

Dear [CONTACT NAME],

I am writing on behalf of the U.S. Department of Agriculture’s (USDA) Food and Nutrition Service (FNS). We are currently conducting a study to examine the possibility of including the Commonwealth of the Northern Mariana Islands (CNMI) in the main nutrition assistance program in the U.S., once called Food Stamps, now called the Supplemental Nutrition Assistance Program (SNAP). To help assess the changes that would need to take place within the CNMI to transition from the current Nutrition Assistance Program (NAP) to SNAP, we will be talking to many different people and groups.

We are contacting you because we would like learn more about how NAP retailers redeem food coupons and what changes would need to take place within your business to process purchases made under SNAP. This will allow us to determine the impact of SNAP on retailers such as yourself and whether NAP should be replaced with SNAP or an alternative model.

I will be in [Saipan, Rota, or Tinian] the week of [date] and would like to meet with you during one of these days. I will contact you in the next week to determine your availability for a one-hour meeting. You may also contact me by [date] at [email] with some times that you would be available. Alternatively, you may also contact [DCCA contact] to schedule a visit with us.

Please note that all information disclosed during our interviews is considered private. The information you share with us will only be reported in summary form with that of other retailers’ responses, and your name will not appear in any of our reports. Thank you in advance for participating in this important study.

Sincerely,

[NAME]

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