

**L3. ELEMENTARY SCHOOL PARENT (HOUSEHOLD) ADVANCE LETTER**

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Dear [PARENT/GUARDIAN]:

[SCHOOL/DISTRICT NAME] is part of the School Nutrition and Meal Cost Study. This important study for the U.S. Department of Agriculture (USDA) is being conducted by Mathematica Policy Research, a research firm that has conducted many studies on this subject. The USDA oversees school meal programs nationally. Schools are working to follow new rules designed to offer children healthier foods. Schools are also working to promote healthy eating and exercise habits. The USDA is sponsoring this study to learn about the nutritional needs of students across the country after schools have made these changes.

Your child has been selected for the study. Interviewers from Mathematica will visit your school in the next few weeks. They will meet with students, parents, and staff. *Mathematica interviewers will meet with students who eat school meals and those who do not eat them.* If you choose to participate, you will receive \$30 to thank you for your help. Your child will also receive \$5 for taking part in the study. Study participation includes these two steps:

1. **“What I ate” Survey**

Students, with help from their parents, will report what they ate and drank on one particular day. The “What I ate” survey has two parts. Part 1 will be completed with your child at school on the selected day. Part 2 will be completed with your help on the following day. We can schedule this at a convenient location for you, such as the school, a public library, or your home. Some students and parents may be asked to complete the survey a second time a few days later by telephone. These families will receive an extra \$25 thank you gift. More information about this second survey will be provided during the first survey.

2. **Student and Parent Interviews**

After finishing the “What I ate” survey, our interviewers will hold short interviews with you and your child. They will ask your opinions of school meals and reasons for choosing or not choosing them. Your child’s height and weight will be measured.

Taking part in the study is voluntary. The survey and interview will take about 60 minutes of your child’s time and 50 minutes of your time. All information you provide will be kept private and used for statistical purposes only. Neither you nor your child will be named. No personal information will be shared outside the study unless required by law. You and your child can skip any questions you do not wish to answer. If you do not wish to take part in the study at all, please complete and return the enclosed form. We cannot ensure that all willing households will be in the study. However, Mathematica will try to include all eligible households.

Thank you for helping with this important study. Your participation will help us learn how schools can best support the health of children. We have enclosed a brochure about the study. You can also visit our Facebook page (<http://facebook.com/xyz>) or call us toll free at (800) XXX-ZZZZ.

Sincerely,

Eric Zeidman, SNMCS Survey Director

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 control number. The valid OMB control number for this information collection is 0584-XXXX. The time required to complete this information collection is estimated to average 11 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.



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