**Appendix A-2. Email <Sponsor/Site Supervisor> Surveys**

SUBJECT: Summer Meals Study: Discussion time and materials

Dear <NAME>

Thank you for taking the time to talk with us about the Summer Meals Study. We are excited that you will participate in the cognitive testing of the data collection instruments.

The testing is scheduled for <1 hour for sponsors and site supervisors> on <DATE/TIME>.

We have attached the <Sponsor/site survey/menu survey> that we will be testing. Please know that you do not have to review these materials ahead of our discussion.

Let us know if you have any questions or comments.

Sincerely,

Summer Meals Program Study Director