



OMB Control No: 0584-0606
Expiration Date: 03/31/2019

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

Public reporting burden for this collection of information 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. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxx*). Do not return the completed form to this address.