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### **Attachment W: CACFP Site Confirmation Email**

**TO:** [CACFP site contact]  
**FROM:** Maria Sinopoli, Diversity Marketing and Communications  
**DATE:** [TBD]  
**SUBJECT:** Confirmation for USDA Formative Research

Thank you for planning to serve as a host location for the small group discussions and staff interviews that we are conducting on behalf of the U.S. Department of Agriculture, Food and Nutrition Service. This email confirms that a triad will be held at your site on [date] at [time]. [Add as required:] An in-person interview will be held on [date] at [time].

Please review the attached consent form [*see Attachment K: Consent Form: CACFP Site*], sign, and return to me via email at least one week prior to the scheduled triad [or interview - whichever is earlier].

If questions come up or additional information is needed, please feel free to contact me by phone at 973.377.0300, X16 or email at [msinopoli@Diversitymc.com](mailto:msinopoli@Diversitymc.com).

Thank you.

Maria Sinopoli  
Account Director  
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