

Attachment K

PRETEST – Introduction Letter to Regional Directors of Upcoming Pretest

Dear <NAME>,

The Office of Policy Support has recently begun a study to describe how States use computer matching strategies to reduce recipient fraud, payment errors, and administrative burden. The study will include a survey administered to all 53 State SNAP agencies. Please see the attached study description for more detail.

FNS has contracted with Avar and Mathematica Policy Research (known as “the Avar team”) to conduct this study. Working with the Avar team, FNS has identified four states for a pilot test of the survey instrument: <STATE 1>, <STATE 2>, <STATE 3>, and <STATE 4>. These States represent a mix of County and State Administered programs with varying caseload sizes and policies for processing applications and recertifications, and their responses will help improve the survey in preparation for nationwide distribution. Therefore, FNS will be approaching <STATE> to solicit their participation in a pilot test of the survey instrument. The participating State will be asked to take a web survey that may take about 45 minutes to complete depending on the number of data sources and matching systems that the State uses. Because <STATE> may conduct SNAP data matching at the county or local level, the Avar team will work with the State point of contact to identify a county or local agency administrator willing to complete the survey. At the end of the survey the respondent will be asked to complete a few additional questions about their experience taking the survey to help us improve the final version.

Later this week, FNS will email the State SNAP Director in <STATE> to let him know that the Avar team will be in touch about participating in the pilot test. If you have any concerns, please let me know. If you have any questions about the study, please contact Danielle Deemer at [\(703\) 305-2952](tel:7033052952).

Thank you,

Kathryn

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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-NEW. The time required to read this letter is estimated to average .0167 hours. Send comments regarding this burden estimate to the Office of Policy Support, Food and Nutrition Service, USDA, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302.