

**Supporting Statement for OMB Clearance for the Study of Non-Response to
the School Meals Application Verification Process**

Appendix 34

Verification Data Request Thank You Email



United States
Department of
Agriculture

OMB Approval No.: 0584-XXXX
Expiration Date: XX/XX/20XX

MATHEMATICA
Policy Research

SEND FROM: PROJECT EMAIL ACCOUNT
SUBJECT: Thank you for your help with our study request

Dear <<Respondent Name>>:

On behalf of FNS and the School Meal Application Study, thank you for your help compiling and submitting the verification data request for your district. Over the next few weeks we will review the file, and I will contact you if we have any questions.

We look forward to working with you as we complete the data collection for the study. In the meantime, please contact me at 1-8XX-XXX-XXXX if you have any questions.

This study would not be possible without your cooperation. Thank you again!

Sincerely,

[DATA MANAGER NAME], Data Manager


[NAME]

Data Manager
Mathematica Policy Research
P.O. Box 2393
Princeton, NJ 08543-2393
Phone: [PHONE NUMBER]

[EMAIL]

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According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not 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 three 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.



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