

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

**Appendix 21a**

**Household Survey Brochure (English)**

## Why should I take part?

Your answers will help make sure the federal dollars that support free and reduced-price school meals are reaching the children who need them. Your opinions about the application process for signing up for the meal program at your child's school are vital to helping improve these programs. To thank you for taking part in the interview, you will receive a **\$25 VISA gift card**.

## Do I have to take part?

**No**, your participation is voluntary and you can refuse to answer any question during the interview. But, your participation is vital to the FNS' efforts to make these programs better.

## Why are you asking about income?

Income information will help us learn more about the families taking part in the program. Your accuracy in responding to these questions is important. The answers you provide will be private and will only be used for planning purposes. Your answers will not affect your child's eligibility to receive school meal program benefits.

## For more information, about the USDA/FNS School Meal Application Study, please contact:

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## School Meal Application Study

Sponsored by the U.S. Department of Agriculture  
Food and Nutrition Service



Conducted by  
Mathematica Policy Research

## Who is conducting the study?

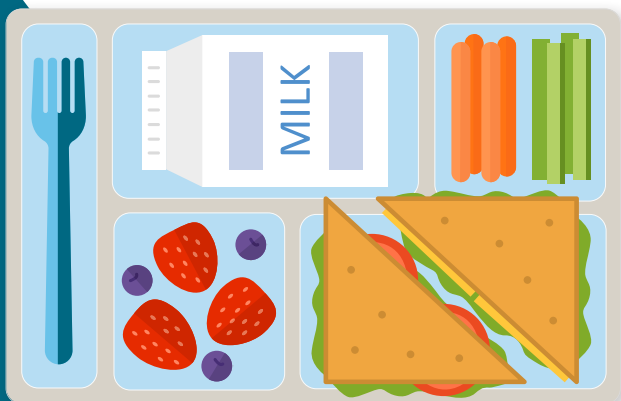
Mathematica Policy Research is conducting this study for the U.S. Department of Agriculture (USDA) Food and Nutrition Service (FNS). Mathematica Policy Research has studied school meal programs for more than 25 years.

## Why is this study being done?

The FNS is funding this study to learn about households taking part in the school meals program. FNS hopes to better understand households' experiences with applying for the school meals program.


## How long will the interview take?

We will conduct a **45-minute** in-person interview. We will schedule the interview at a time that is good for you and the study team. And before the interview, it may also take about 2 hours for you to locate documentation we will ask you to provide.



## What will I be asked?

The person who interviews you may ask about your family's:

- Participation in the school meals program
- Experience with the school meals program application
- Satisfaction with the school meals program
- Household characteristics
- Eligibility for school meals, including household size and income sources
- We will ask for documentation of income amounts from October 2017. The types of documentation we may need to review include:
  - Paycheck stubs 
  - Notice from Social Security about your retirement benefits
  - Notice of eligibility for unemployment benefits from your State
  - Welfare benefits letter from your local Family Resources Office
  - Court decree or agreement indicating the amount of alimony or child support
  - If you use military housing, we will need a letter showing that your housing is part of the Military Housing Privatization

## Why did you choose my household?

Your household was randomly selected from a list of households that applied for the school meals program. The survey is designed to represent households in your school district. The answers you provide will help create an accurate picture of the households that take part in the school meals program. To thank you for taking part in the study, you will receive a **\$25 VISA gift card**.

## Will my answers be kept private?

**All information gathered for the study is private.** The Mathematica interviewer signed a confidentiality statement that keeps him or her from sharing your personal information with anyone other than authorized research staff. No information on individual children or families will be reported. The study results will be summarized in such a way that no family can ever be identified.

## If my child does not eat school meals, should I still take part?

**Yes.** Even if your child has never eaten a school breakfast or lunch, we need your participation to better understand how the school meal programs are working in your district. We also want to understand why families do not take part in the programs.

