## APPENDIX B-7. EMAIL TO STATE DIRECTORS/KEY STAFF: THANK YOU

Dear Mr./Ms. [Name]:

Thank you for taking the time to talk with us about the Child Nutrition State Administrative Expense (SAE) formula. The information you provided is important to understanding the factors affecting use of SAE funds.

Let us know if you have any additional questions or comments.

Sincerely,

[Name of Interviewer]

Westat

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 1 minute 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.