



XX/XX/2018

To: [Email Address of ADCC Program Director]

Subject: CACFP Adult Day Care Center Food Safety Education Needs

Dear [insert ADCC Program Director name]:

Last week, we sent your center an email about participating in the **Survey of Food Safety Education Needs of CACFP Adult Day Care Center**. You were randomly selected to complete this survey. Your answers to this 20-minute survey will help FNS find ways to provide your center, and centers like yours, with resources and guidance to support their food safety education needs.

*We encourage you or a member of your staff who knows the most about your center's foodservice and food safety education needs to complete the survey by clicking the following link: [Survey Link].*

If you would like to complete the survey over the phone, please contact the study team by email: [foodsafetyneeds@2mresearch.com](mailto:foodsafetyneeds@2mresearch.com) or at **1-833-728-7369** (toll-free) from 9:00 a.m. to 4:00 p.m. Monday to Friday EST. If you call outside of these hours, please leave a message, and we will return your call the following business day.

Thank you,

Dr. Hiren Nisar, Project Director  
Director of Analytics and Senior Economist | 2M Research

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 0584-0613. The time required to complete this information collection is estimated to average 3 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302, ATTN: PRA (0584-0613). Do not return the completed form to this address.