

**APPENDIX B9**

**Thank You Letter to SFA Director  
for Completing The CN-OPS II Survey**

XX/XX/2017

Dear [First name] [Last name]:

I am writing to thank you for completing the USDA/FNS's Child Nutrition Program Operations Study II. Your participation helps assure that the results of the survey are complete and accurate. If we have any questions about your survey we will contact you for additional information.

The final report will be posted on the FNS website once it has been cleared by the Agency. Please visit: <https://www.fns.usda.gov/ops/research-and-analysis>.

*Thank you!*

Jim Murdoch  
Project Director

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 0584-0607. 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.