**Appendix D2: Reminder Email to Complete State Director Survey**

Dear State Child Nutrition Director,

We recently emailed you a link to an online survey for the Evaluation of the Independent Review Process (“IRA Study”). To date, we have not yet received a completed survey from your State agency.

Please use the following link to access your survey:

**Survey Website: [LINK]**

**PIN: [####]**

Please submit your State’s survey as soon as possible but no later than [**DATE].**

You may share the link and PIN with your colleagues so that they may assist in responding to questions about the IRA process. This survey should take no more than 60 minutes to complete.

If you have any questions about the study or how to complete the survey, please email us at [study email] or call us toll-free at [study phone number].

Your partnership matters to us! We appreciate your support of this important study.

Sincerely,

The Westat Study Team