

**Appendix C2.a. Post-Survey Response Clarification  
Email (Web Survey)**

XX/XX/20XX

To: **[SELECTED SFA DIRECTORS]**

Subject: Clarification Questions for the Study of School Food Authority Procurement Practices Web Survey

Dear **[FIRST NAME] [LAST NAME]**,

Thank you so much for completing the SFA Procurement Practices Web Survey for the Study of School Food Authority Procurement Practices.

As we analyze the survey data, we have found that we need further clarification on the following question(s) from your web survey responses:

Question: AAA	Response: BBB
Clarification: We would like to know ....	
Question: CCC	Response: DDD
Clarification: We would like to know ....	

If you could provide this information, it would be very much appreciated. You are welcome to reply directly to this email or email [sfaprocurement@2mresearch.com](mailto:sfaprocurement@2mresearch.com). If you would prefer to discuss the question(s) listed over the phone, please contact the 2M survey help desk by calling (toll-free) **1-844-250-1911**. Someone will be available during normal business hours (9 A.M. to 5 P.M. CST, Monday-Friday) to take your call. If you call outside of this time, please leave a message and we will return your call the following business day.

The information you provide is very important to this national study of procurement practices, as you represent many school districts like **[NAME OF SFA]**. Thank you again for your participation in the study.

Sincerely,

Dr. Steven Garasky

Senior Study Director | 2M Research Project Director

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