

ATTACHMENT S.1
SURVEY REFUSAL LETTER

ENGLISH

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OMB Control Number: 0584-0604;
Expiration Date: xx/xx/xxxx

[DATE]

«FirstName» «MiddleInitial» «LastName»
«Address1»
«Address2»
«City», «State» «postalcode»

Dear «FirstName» «LastName»:

I am writing to ask for your help with an important study sponsored by the Food and Nutrition Service of the U.S. Department of Agriculture. The goal of the study is to learn about how some new employment and training services being provided in your state are affecting the people who use them, and to learn more about the challenges people face when looking for work. To accomplish this, it is important that we understand the different perspectives of people who use or have used the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) program services. If you were not satisfied with the SNAP E&T program, your comments are especially important and can help improve these programs. And even if you did not participate in the program, we would still like to learn how things have been going for you over the last year.

[Mathematica Policy Research/Decision Information Resources (DIR)] is an independent research company conducting the survey. Recently, an interviewer from [Mathematica/DIR] called to attempt an interview with you. You probably receive a lot of telephone calls from telemarketers and other sales representatives and we want to assure you, this is not one of those calls. We are calling because about a year ago, while enrolling in SNAP E&T services, you filled out paperwork including a consent form to participate in a study.

Participation in the survey is voluntary, but let me assure you that your name, address, and telephone number will be used only to contact you to participate in this study and for no other purpose. Participating in the survey will not have any effect on benefits you may receive, either now or in the future. **We will send you a gift card for \$20 after the interview is complete.** We need your help to make this study a success.

The survey takes about 30 minutes to complete. Participation is easy. All you have to do is call our toll-free number, **1-800-288-5645**, to complete the survey or set up a convenient time for a telephone interview. Please be sure to say you are calling about the SNAP E&T Pilots project.

Thank you for helping us! We look forward to speaking with you.

Sincerely,

Rhoda Cohen
Survey Director

Public Burden Statement

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 0584-0604. The time required to complete this information collection is estimated to average 2 minutes including the time to read this letter. Send comments regarding this burden estimate to the Office of Policy Support, Food and Nutrition Service, USDA, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302.