

Appendix E - Email Request for call with SNAP agency

SUBJECT: National Survey of SNAP Participation and Work

Dear <STATE DIRECTOR NAME>,

You recently received correspondence from Kathryn Law, Director of the SNAP Research and Analysis Division of the Food and Nutrition Service (FNS) at the U.S. Department of Agriculture (USDA). Ms. Law described an upcoming FNS sponsored study titled the *Survey of SNAP and Work*. On behalf of FNS, Westat, a part of the study team, will conduct the survey. This study will allow us to provide your State with State-specific statistics of SNAP participant employment and employment characteristics. These data will be available to you via an interactive website.

We are writing to initiate a dialogue about accessing data on SNAP participation to (1) support the sampling of participants and (2) provide descriptive information about the participants. In brief, we will need data on SNAP participants in your state for a particular month. Without your voluntary participation, we will not be able to provide State-specific statistics or reliable results for the survey as a whole. By starting now, we would like to avoid delays later when we need the data. We want to discuss establishing a data sharing agreement and establishing procedures for the delivery and protection of the data.

We look forward to your partnership in this study. If you identify someone at your agency to serve as a liaison to Westat, we can schedule a telephone call with you and your liaison within the next 30 days to discuss this request and your benefits to participation.

Sincerely,

Frank Bennici, Ph.D.
Project Director
Westat