

## Appendix H-1 Survey invitation letter English



Survey of SNAP and Work

DATE

FIRST NAME LAST NAME

STREET ADDRESS

CITY, STATE, ZIP CODE

Dear FIRST NAME LAST NAME

You have been randomly selected based on a predetermined criteria to take part in the Survey of SNAP and Work, a survey about participation in the Supplemental Nutrition Assistance Program (SNAP), known as [PROGRAM NAME in STATE]. Westat is conducting the survey on behalf of the U.S. Department of Agriculture's (USDA) Food and Nutrition Service. This survey will help states understand the needs of and better serve SNAP participants. The survey will ask SNAP participants about their employment experience and challenges faced in finding and keeping employment.

Your responses to the survey will represent others like you in your local area. We ask that you do not share this invitation with others such as your friends and neighbors.

The survey should take about 33 minutes to complete. We have included \$2 with this invitation as a thank you. If you complete the survey, we will send you \$20 in cash. In addition, if you complete the survey on or before [Early Bird Date], we will include an additional \$20 for a total of \$40. The monetary incentive serves as a token of our appreciation which can be used to offset any expenses such as cellular smartphone air time or any internet connectivity charges you may incur. To access the survey, visit the secure website below and enter your PIN provided below.

SURVEY WEBSITE: <https://www.xxxx.com>  
YOUR PIN: <PIN>

If you do not have access to the internet, or you prefer to complete the survey by phone, you can call the Study's toll free number at 1-888-XXX-XXXX to complete the survey. You can also email the study at xxx.westat.com. Your participation in this survey is voluntary. You may skip any question that you prefer not to answer. If you decide not to participate, there will be no loss of benefits either now or in the future.

Public reporting burden for this collection of information is estimated to average 1 minute 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. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Braddock Metro Center II, 1320 Braddock Place, Alexandria, VA 22314 ATTN: PRA (0584-xxxx\*).

We will keep your name and responses private and not share them with anyone not involved with conducting the survey. We will report survey results combined together in groups protect your privacy. We are required by law to protect and keep your data private. <sup>1</sup>

For more information about the study, please see the enclosed brochure, or visit the survey website at [www.xxxxxx.com](http://www.xxxxxx.com) (if you have a smartphone, you can scan the QR code below to visit the website).

We value your input and hope you agree to participate in this in this important survey!

Sincerely,

Frank Bennici, Ph.D.  
Project Director

[Place QR CODE here]

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<sup>1</sup> As described in the system of records notice (SORN) titled FNS 8 USDA/FNS Studies and Reports (published in the Federal Register on April 25, 1991, volume 56, pages 19078 – 19080), FNS and contractors working on their behalf may collect and analyze this survey information for research purposes and are required to have safeguards in place to keep data private.