

## Attachment F: Producer Pre-Training Survey Recruitment Letter

OMB# 0584-0524 Exp: 12/31/2022

**RETAIN FOR YOUR RECORDS**

**OMB BURDEN STATEMENT:** This information is being collected to assist the Food and Nutrition Service in assessing knowledge change regarding specific farm to school strategies and topics; your perceptions about usefulness of training topics; your suggestions for improving trainings; and your plans for implementing strategies. This is a voluntary collection and FNS will use the information to evaluate the effectiveness of the farm to school producer training. This collection does not request any personally identifiable information under the Privacy Act of 1974. 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 0584-0524. The time required to complete this information collection is estimated to average 5 minutes 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. 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 Service, Office of Policy Support, 1320 Braddock Place, Alexandria, VA 22306 ATTN: PRA (0584-0524).

*Dear Participant:*

*Before you start your farm to school training, we hope you will take the time to answer some questions about your farm, your current sales to schools, and your level of knowledge about farm to school. Your responses will help improve future programming and examine the impact of the farm to school trainings you participate in.*

*The survey should take approximately 15 minutes to complete.*

*Following the training, you will be asked to participate in two very short surveys—one right after the workshop and another approximately a year after the workshop. We will contact you via email to take part in these surveys.*

*The survey questions focus on schools that are Pre-K (also known as pre-school and early care education) through 12<sup>th</sup> grade only.*

*If you have any questions about this survey, please do not hesitate to contact the project's evaluators at [carolyn.dimitri@nyu.edu](mailto:carolyn.dimitri@nyu.edu).*

*We appreciate your time! Thank you*