

Appendix H: Mentor Interview Recruitment Materials

Mentor Telephone Interview: Email Invitation to School Mentors (for Years 1 and 2 Interviews)

Email subject line: Schedule E-STAR interview soon for \$20 gift card!



School Nutrition E-STAR Program

Enhanced * Strategies * Training * Action Plans * Resources

Workforce Development and Job Skills Training

Dear [Mentor name],

Congratulations on almost completing Year [1/2] of the E-STAR Training Program! As a mentor, you have played an instrumental role in the success of E-STAR, and we want to learn more about how things went for you.

We are currently scheduling 45-minute telephone interviews with each of the E-STAR mentors. We would appreciate it if we could speak with you in the next few weeks about your mentoring experience.

Please respond to this email or call [STUDY PHONE NUMBER] to schedule an interview time that is convenient for you.

Thank you in advance for agreeing to participate in this important effort. If you have any questions or concerns, you may reply to this email or call [STUDY PHONE NUMBER], and someone from the study team would be happy to respond.

We look forward to hearing from you soon, and thank you for your participation.

Sincerely,
Michelle Blocklin
Project Director
Evaluation of the Team Nutrition E-STAR Training Program
Abt Associates Inc.

This information is being collected to assist the Food and Nutrition Service in understanding the E-STAR training program as implemented. This is a voluntary collection and FNS will use the information to inform future iterations of E-STAR. 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, 5th Floor, Alexandria, VA 22306 ATTN: PRA (0584-0524). Do not return the completed form to this address.