

## **C12. Sponsor Recruitment Follow-Up Email**

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## SPONSOR RECRUITMENT FOLLOW-UP EMAIL

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**Sent to:** [SPONSOR]

**Subject:** Notification that your provider(s) have been selected for SNACS-II

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Hello [Sponsor],

Recently, one or more of your child care providers was randomly selected to be part of the second Study of Nutrition and Activity in Child Care Settings (SNACS-II). I am following up on a letter our study team sent you with information about the federal study. We tried calling you to discuss your participation, but we missed you.

Please call [study number] toll-free or email [study email] to schedule a phone call. A member of the study team will tell you more about the study and answer any questions you have. If you are not the proper person to speak with us about the study, please forward this email to them and ask that they contact us as soon as possible.

This important study for the U.S. Department of Agriculture's Food and Nutrition Service (FNS) is being conducted by Mathematica and its research partner, Westat. FNS is sponsoring this study to learn about nutrition and physical activity in child care settings.

For further information, please review our Sponsor FAQs at [study website] using the passcode [passcode]. If you have any additional questions about the study, please call us at [study number] (toll-free) or email us at [study email].

Thank you in advance for your participation in this important study!

Sincerely,

Sarah Forrestal  
SNACS-II Survey Director  
Mathematica

The Food and Nutrition Service (FNS) is collecting this information to understand the nutritional quality of CACFP meals and snacks, the cost to produce them, and dietary intakes and activity levels of CACFP participants. This is a voluntary collection and FNS will use the information to examine CACFP operations. The collection does request personally identifiable information under the Privacy Act of 1974. Responses will be kept private to the extent provided by law and FNS regulations. 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-xxxx. The time required to complete this information collection is estimated to average 0.0334 hours (2 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 22314. ATTN: PRA (0584-xxxx). Do not return the completed form to this address.