

Appendix R. Survey Reminder for Uploading Non- Public Documents

OMB No. 0584-[NEW]

Assessing SNAP Participants' Fitness for Work

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Survey Reminder for Uploading Non-Public Documents

Subject: *[Reminder!]* Survey of State SNAP agencies about exemptions from work requirements and good cause

Hi [Respondent name],

Thank you for starting the survey of how your State assesses physical or mental limitations when screening for exemptions from work requirements or determining good cause.

There is still time to complete the *last* step of uploading the documents requested using the link provided in the survey! We would deeply appreciate a few minutes of your time. Please:

1. Navigate to the last page of the survey using the personalized link below
Personalized link: [link]
2. Click on the icon (see screenshot) to upload the documents requested [include screenshot of programmed survey]

As a reminder, the survey will close in **X** weeks. If you need additional information about the purpose of the study, please contact Eric Williams at eric.williams@usda.gov. If you have questions about or need assistance with the web survey, please call [study phone number] or email us at [study email]. Thank you for your time!

Best,

[sender]

USDA is an equal opportunity provider, employer, and lender.

This information is being collected to assist the Food and Nutrition Service in understanding how States assess physical or mental limitations when screening for exemptions from work requirements or determining good cause. This is a voluntary collection and FNS will use the information to determine needs for technical assistance. 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-[xxxx]. The time required to complete this information collection is estimated to average .0357 hours or approximately 2 minutes per response, including the time for 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-xxxx). Do not return the completed form to this address.