

## **Attachment E.3 Recruitment FAQ Sheet for SFAs**



## Summer EBT Evaluation FAQ for SFAs

**What is the Summer EBT Project Evaluation about?** The USDA/Food and Nutrition Service (FNS) has funded the Abt Associates team to conduct this evaluation. We want to learn about Summer EBT projects at four grantee sites: Chickasaw Nation, Inter Tribal Council of Arizona, Michigan and Wisconsin.

**What information is collected for this study?** This study describes 2019-2022 grantees' implementation processes, costs, challenges, and successes and use of benefits by project participants. For SFAs, the study will involve:

- Annual Semi-structured 60 minute interviews with 2 SFAs per grantee over the three [two] year study period.
- Focus Groups of participants.

**What is the SFA's role in this study?** SFAs serve **two main roles** that are critical to the success of this study: 1. Interview Participant and 2. Focus Group liaison. The study team relies on the SFA to identify the right people to serve in each of these roles.

As an interview participant, you provide your expertise and experience on the implementation of the Summer EBT project during a 60 minute interview with a study team member. The interview covers topics such as issuance of benefits, populations served, potential impacts on other nutrition assistance programs and your overall Summer EBT experiences.

As a focus group liaison, you are the key contact for focus group recruitment. The study team is available to support you in this role. This will involve:

1. Advertising the focus groups
2. Recruiting and screening potential focus group participants
3. Coordinating location and time of focus group meeting
4. Communicating with participants via email

SFA liaisons receive honorarium for coordinating the focus groups \$250 per year.

**Why should I participate?** SFAs are well positioned to discuss project implementation and ensure we have selected the appropriate participants for the focus groups. By taking part in the interview and focus group recruitment, you can help inform the potential continuation and improvement of the project. Your involvement with identifying focus group participants ensures we are getting a diverse sample of individuals with multiple experiences and backgrounds. This helps FNS know what works about this project.

The Food and Nutrition Service (FNS) is conducting this study to obtain information about the experiences of the Summer Electronic Benefit Transfer (EBT) Project by grantees, retailers, school districts and participants. Participation in this study is voluntary and the information collected will be used to understand how Summer EBT projects are implemented in varying settings. This study does not collect personally identifiable information. Information collected in this study will be kept private to the full extent permitted by law. 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 provide this information collection is estimated to average 1 minute per response, including the time to review instructions, search existing data resources, gather and maintain the data needed, and complete and review 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: USDA/Food and Nutrition Service, Office of Policy Support, 1320 Braddock Place, 5th Floor, Alexandria, VA 22314 ATTN: PRA (0584-0524) .