

Appendix F.2. Reminder Email for First Concept Mapping Meeting

Dear [STAKEHOLDER'S NAME],

On behalf of the Puerto Rico Health and Well-Being Study team, I look forward to meeting with you on [month, day, year] at [time] for our first stakeholder meeting. The meeting access information is included in the calendar invite and pasted below.

[Zoom link]

Attached please find advance materials for this virtual meeting. As your time allows, please review these documents before we meet.

If you have any questions, please don't hesitate to reach out.

Sincerely,
[NAME]
[Title]

Public Burden Statement

This information is being collected to assist the Food and Nutrition Service (FNS) in understanding food security status and economic well-being among Puerto Rico residents. This is a voluntary collection. FNS will use the information as a baseline for future assessments of food security and the Nutrition Assistance Program, particularly in the context of natural disasters. This collection does not request 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 read this information is estimated to average 5 minutes. 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 22314. ATTN: PRA (0584-XXXX). Do not return the completed form to this address.

