

Appendix M4.1.

Participant Focus Group Reminder Email

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Participant focus group confirmation email template

FROM: [STUDY EMAIL]

TO: [SNAP RECIPIENT]

EMAIL SUBJECT: SNAP Mobile Payment Pilot Focus Group Confirmation

Dear [SNAP RECIPIENT],

Thank you for agreeing to participate in a focus group for the SNAP Mobile Payment Pilot! We have scheduled your group's session for **[DATE at TIME]** at **[LOCATION]**.

The discussion will focus on your experience using mobile payment options to pay with your SNAP benefits.

Logistics:

- **Who:** 8 to 10 SNAP recipients and Mathematica research staff
- **Time:** Approximately 60 minutes **[DATE at TIME]**
- **Place:** **[FOCUS GROUP LOCATION]**
- **Compensation:** You will be given **\$50 in cash** for your participation in the session.

Finally, please let me know if you have any questions or concerns before we meet.

Thank you again,
[CONTACT INFO]

Public Burden Statement

This information is being collected to assist the Food and Nutrition Service in evaluating the Supplemental Nutrition Assistance Program (SNAP) Mobile Payment Pilot (MPP). This is a voluntary collection and FNS will use the information to evaluate the implementation, adoption, and scalability of the SNAP MPP. This collection does 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 complete this information collection is estimated to average 1 minute (0.0167 hours) 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.

SNAP Mobile Payment Pilots Evaluation Participant focus group confirmation email template

Participant focus group reminder email template

FROM: [STUDY EMAIL]

TO: [SNAP RECIPIENT]

EMAIL SUBJECT: SNAP Mobile Payment Pilot Focus Group Reminder

Dear [SNAP RECIPIENT],

Thank you again for agreeing to participate in a focus group for the SNAP Mobile Payment Pilot! This is just a reminder that our session is scheduled **for [TIME AND DATE] at [LOCATION]**.

Please let me know if you have any questions or concerns.

We look forward to speaking with you!

[CONTACT INFO]

Public Burden Statement

This information is being collected to assist the Food and Nutrition Service in evaluating the Supplemental Nutrition Assistance Program (SNAP) Mobile Payment Pilot (MPP). This is a voluntary collection and FNS will use the information to evaluate the implementation, adoption, and scalability of the SNAP MPP. This collection does 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 complete this information collection is estimated to average 1 minute (0.0167 hours) 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.