

F. Survey Reminder Emails

Survey Reminder Emails

Dear [SNAP State Director name],

We recently emailed you a link to an online survey for the SNAP Risk Assessment study (SNAP RA study). We have not yet received a completed survey from your State agency. Your participation is very important to us and will help the U.S. Department of Agriculture's Food and Nutrition Service (FNS) meet its commitment to ensure Federal funds for SNAP are disbursed appropriately. This survey should take 15-45 minutes to complete depending on the characteristics of your State.

Please use the following unique survey link to access your survey:

SNAP RA study online survey: [[URL](#)]

As a reminder, you can share the survey link with your colleagues to assist you in responding to the questions. Please submit your State agency's survey as soon as possible but no later than [[date](#)].

Participation in this study is voluntary. Refusal to participate will not have any impact on your position, your State agency, or your programs. You may also skip questions you do not wish to answer. There is no cost to you to participate apart from the time you spend to complete the survey, and there is no compensation. If you have any question regarding the study please contact FNS project officer, Eric Williams at eric.williams@usda.gov. If you have any questions about how to complete the survey, please email us at [[study email](#)], or call us toll-free at [[study phone number](#)].

We appreciate the time it takes you to respond to these requests and greatly value your willingness to share your expertise.

Sincerely,

SNAP RA Study Team

This information is being collected to provide the Food and Nutrition Service (FNS) with key information on case-profiling tools used by SNAP State agencies. This is a voluntary collection, and FNS will use the information to examine risk assessment tools in SNAP. This collection requests 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-####. The time required to complete this information collection is estimated to average 0.033 hours (2 minutes) per response. 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-####). Do not return the completed form to this address. If you have any questions, please contact the FNS Project Officer for this project, Eric Williams, at eric.williams@usda.gov.