

K. Electronic Letter with Reminder about Interview

From: [Interviewer]

Subject: Reminder about eHIP Study Upcoming Interview

Dear [State SNAP agency, EBT Processors, Retailers, Third Party Processors],

Thank you for making time to participate in an interview for the eHIP study. The USDA's FNS contracted with Westat to conduct this study. As a reminder, you have an upcoming interview scheduled on [day and time, time zone]. This interview will be conducted via [include Zoom or Teams link].

We are grateful for your cooperation and look forward to speaking with you soon. If you have any questions regarding the study or need to reschedule this interview, please contact me at [email, phone].

Sincerely,

[Interviewer]

This information is being collected to provide the Food and Nutrition Service (FNS) with key cost information on Electronic Healthy Incentives Projects conducted by SNAP State agencies. This is a voluntary collection, and FNS will use the information to examine costs of Electronic Healthy Incentives Projects for 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-NEW. The time required to complete this information collection is estimated to average 0.0835 hours (5 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 22314 ATTN: PRA (0584-NEW). Do not return the completed form to this address. If you have any questions, please contact the FNS Project Officer for this project, Kathleen Patton, at Kathleen.patton@usda.gov or 703-305-2813.