Subject: WIC Longitudinal Data Capacity Survey

**OMB Number:** 0584-0611

**Expiration Date:** 11/30/2025

Dear [State Contact],

FNS is assessing the feasibility of producing a longitudinal dataset containing information on WIC participants to evaluate program outcomes. Westat Insight is surveying State agencies to better understand management information system (MIS) capabilities that are essential to produce such a dataset. Depending on the level of familiarity of the respondent with their State agency’s MIS and PC data, Westat Insight expects the survey to take approximately 25 minutes to complete.

**Please fill out this survey [Qualtrics Weblink] by [DATE].** We recommend that a staff member or contractor with significant knowledge of the MIS and WIC PC data complete the survey, if possible. It includes questions on seven aspects of your State agency’s MIS capabilities and data: (1) available records, (2) amount of available data, (3) available data elements, (4) ID persistence, (5) data update frequency, (6) data reliability, and (7) measures of participant retention.

If you would like to reach out directly to USDA with any questions or concerns about this survey, please email Rachel Zack at [rachel.zack@usda.gov](mailto:rachel.zack@usda.gov).

**Please respond to this email by** **[DATE]** to confirm you have received it and ask any questions you may have. Please note that if your State agency is part of a consortium and all members have the same data capacity, you can have a single member respond to this survey. If your State agency will not be responding to this survey because another State agency from your consortium will respond, please reply back to this email to let us know.

We appreciate your collaboration on this project! If you have any questions, concerns, or would like to schedule a time to discuss the survey, please contact me at [pzvavitch@insightpolicyresearch.com](mailto:pzvavitch@insightpolicyresearch.com) or Jake Beckerman-Hsu at [jbeckerman-hsu@insightpolicyresearch.com](mailto:jbeckerman-hsu@insightpolicyresearch.com).

Sincerely,

Polina Zvavitch, PhD

PC2022 Project Manager

Westat Insight

CC: Rachel Zack, Office of Policy Support  
[Regional Office Contact], [Name] Regional Office