

## Appendix B. Sample Email to SNAP-Ed Intervention Developers

*Email Subject:* SNAP-Ed Evidence-based Interventions Survey on MyPlate Materials

*Email Body:*

Hello SNAP-Ed Intervention Developers,

The SNAP-Ed Evidence-based Interventions Survey on MyPlate Materials is a voluntary survey to identify interventions in the [SNAP-Ed Clearinghouse](#) (formerly SNAP-Ed Toolkit interventions) that focus on and highlight MyPlate. The survey is a collaborative project between the Food and Nutrition Service (FNS) SNAP Nutrition Education Branch and the Center for Nutrition Promotion and Policy to gather information on intervention materials that include MyPlate related images, resources, or information. Your responses to the survey will help to identify interventions as “MyPlate-focused materials”, which includes both FNS-developed MyPlate resources and SNAP-Ed agency-developed materials that address MyPlate, determine if any MyPlate materials were adapted for your intervention, and highlight intervention success stories on the SNAP-Ed Connection website. Please complete the survey by July XX, 2024.

To complete this brief survey, please click on the survey link below. Please do not forward this survey link to anyone outside your organization.

[Take the Survey](#)

Or copy and paste the URL below in your internet browser:

<https://forms.office.com/Pages/ResponsePage.aspx?id=5zZb7e4BvE6GfuA8-g1GlyZFFNHbb3NGovYMGUUuUA5UM1BIR0FXQktQMFhNR1Y2OERSNU9LSlpGWi4u>

If you have any questions, please contact [snap-edconnection@usda.gov](mailto:snap-edconnection@usda.gov).

Thank you for your support.

Sincerely,

FNS SNAP Nutrition Education Branch

This information is being collected to assist the Food and Nutrition Service (FNS) in to identify SNAP-Ed evidence-based interventions that focus on and highlight MyPlate. This is a voluntary collection and FNS will use the information to identify and highlight these interventions as “MyPlate-focused materials” on the SNAP-Ed Connection website. The collection does request personally identifiable information, but the information collected will not be included in records that are subject to the Privacy Act of 1974. Responses will be kept private to the extent provided by law. 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 0584-0611. The time required to complete the voluntary survey is estimated to average 14 minutes per survey. The time to read this communication is 1 minute. Send comments regarding this burden estimate or any other aspect of this collection of information, including

OMB Control Number: 0584-0611

Expiration Date: XX/XX/20XX

suggestions for reducing this burden to: U.S. Department of Agriculture, Food and Nutrition Service,  
Office of Policy Support, 1320 Braddock Place, 5<sup>th</sup> Floor, Alexandria, VA 22314. ATTN: PRA (0584-0611).