

L. Institutional Review Board Approval Letter



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Research Corporation

Memo

Date: June 19, 2023
To: Joseph Gasper, Project Director
From: Sharon Zack, Westat IRB Administrator *Sharon Zack*
Subject: **Initial Approval of SNAP E&T, Project Number 6930**
FWA 0005551

As Administrator of the Westat Institutional Review Board (IRB), I reviewed the materials submitted for the following: **SNAP E&T, Project Number 6930**. The Westat IRB reviews all studies involving research on human subjects. USDA funds this study.

Westat will conduct key informant interviews with SNAP state agencies and partners (e.g., state DOLs) and web surveys of SNAP state agencies.

Per [45 CFR 46.104(d) (2)], and the information provided, this research includes interactions such as education tests (cognitive, diagnostic, aptitude, achievements), survey or interview procedures, or observation of public behavior (e.g., visual or audio recording), if at least one of the following criteria are met:

- Information recorded cannot be readily linked back to subjects, or
- Any information disclosed outside of the research would not reasonably place subjects at risk of harm, or
- Identifiable information recorded, with limited IRB review for protecting privacy and confidentiality.

This project is exempt from further IRB review.

Please note the following:

- **IRB approval is required before any new or modified research activities are conducted or when there is a problem involving risks to human subjects.**
- Upon learning of an incident, you must contact the Westat IRB Office within 24 hours via telephone (301-610-8828) or email (IRB@westat.com).
- Notify our office when your project is over.

cc: Institutional Review Board
Frank Bennici