

H.12. Interview FAQ



SNAP Work Requirements and E&T Data Study

What is this study about?

The U.S. Department of Agriculture's Food and Nutrition Service (FNS) is conducting the *SNAP Work Requirements and Employment and Training (E&T) Data Study*. The primary purpose of this study is to identify data and measures for FNS to consider in developing a plan to assess and monitor equity in the administration of work requirements in SNAP and in SNAP E&T administration and access. This project addresses the following objectives:

1. Identify areas in the administration of SNAP work requirements and SNAP E&T programs where equity issues could occur.
2. Identify and describe the data that could be used to assess access and outcomes in the administration of SNAP work requirements and SNAP E&T programs.
3. Describe how State agencies address equity in administering SNAP work requirements and SNAP E&T programs.
4. Develop recommendations on how FNS should assess and measure equity in the administration of SNAP work requirements and SNAP E&T programs.

FNS has contracted with an independent research organization, Westat, to conduct this study. To address this study's research objectives, the research team will conduct the following data collection activities:

1. **Review and data abstraction of internal State documents** related to SNAP work requirements and SNAP E&T programs
2. **Web-based survey** to collect information from all 53 SNAP State agencies
3. **Key informant interviews** with SNAP State agency staff, SNAP E&T providers, and other potential interested parties, such as State Departments of Labor or Indian Tribal organizations



Why am I being asked to participate in the interviews?

Six State agencies are being invited to participate in the interview component of the study. FNS selected State agencies that represent variation along several criteria: SNAP administration, type of SNAP E&T program, presence of Indian Tribal organization, caseload, SNAP E&T program size, prevalence of rural counties, types of SNAP E&T providers, and SNAP E&T program administration.

In addition to staff at the SNAP State agency, the research team plans to interview staff at two local SNAP offices, four SNAP E&T providers, and one other interested party (e.g., State Department of Labor, Workforce Development Board, Tribal government) in each State. Each respondent group has important insights to share regarding the administration of work requirements and/or SNAP E&T program operations. Respondents will be asked questions about potential areas in the administration of work requirements and SNAP E&T where inequities could occur, hiring practices, types of data collected, current policies and practices used to address equity, and recommendations for how FNS should address equity in the future.



Why should I participate?

Your participation will provide the research team and FNS with the best possible understanding of where disparities in work requirements and SNAP E&T may occur and the data FNS can use to monitor program equity in the future. By participating in the interviews, you can help shape future guidance. Please keep in mind that this is a research study; it is not an audit or a monitoring visit.



When will the interviews be conducted, and how long will they last?

Interviews will be conducted virtually (i.e., Teams, Zoom) with six State agencies in summer and fall 2024. Interviews will vary in length from 1 to 1.5 hours. Westat will work with representatives from each study State agency to schedule the interviews.



Who is conducting the study?

Interviews will be conducted virtually (i.e., Teams, Zoom) with six State agencies in summer and fall 2024. Interviews will vary in length from 1 to 1.5 hours. Westat will work with representatives from each study State agency to schedule the interviews.

FNS hired an independent research organization, Westat, to conduct this study. For more information about Westat, please visit [westat.com](https://www.westat.com).



How will the information I provide be used?

This research will result in a final report providing a roadmap of options for FNS to consider to monitor and assess States' progress toward equity in the future. All interviews will be considered private, and no participants will be cited by name.



Whom do I contact with questions or for further information?

For more information, contact the Westat study team via email at [STUDYEMAIL@westat.com] or by phone at [XXX.XXX.XXXX].



OMB Number: 0584-XXXX
Expiration Date: XX/XX/XXXX

The Westat Project Director is Jonathan Blitstein (jblitstein@insightpolicyresearch.com), and the FNS Project Officer is Kristen Corey (kristen.corey@usda.gov).

Public Burden Statement

This information is being collected to assist the Food and Nutrition Service in examining equity in SNAP work requirements and SNAP Employment and Training. This is a voluntary data collection, and FNS will use the information to understand what data are needed to assess equitable program access and outcomes in SNAP and SNAP Employment and Training. This collection does not request any 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-XXXX. The time required to complete this information collection is estimated to average 4 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the following address: U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, 1320 Braddock Place, Alexandria, VA 22314, ATTN: PRA (0584-XXXX). Do not return the completed form to this address.