



Food and Nutrition Service
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Food and Nutrition Service (FNS)

FROM: Ashley Chaifetz
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Food and Nutrition Service (FNS)

DATE: February 20, 2025

SUBJECT: Justification for change in language in data collection instruments approved under OMB Control No: 0584-0698 “2024–2025 National School Foods Study”

The Food and Nutrition Service (FNS) is requesting non-substantive changes to the 2024–2025 National School Foods Study, approved under OMB Control No. 0584-0698; expiration date of June 30, 2027. Through this memorandum, we are requesting approval for the following non-substantive changes to the concept mapping and interview recruitment processes and materials:

1. Remove the request for student certification and gender on the School Roster Data Request.
2. Change the use of “gender” to “sex” in two instruments and simplify the responses to male and female.

Change #1: Remove the request for student certification and gender on the School Roster Data Request (D01). Removing the non-essential variables from the request allows for the emphasis of the other items in the request and a shortened submission timeframe. We receive this critical information in another part of the data collection (i.e., change #2).

This change does not ask respondents to submit any new or additional documentation to FNS. The estimated time to read the recruitment materials is not impacted by the change.

Change #2: Change the use of “gender” to “sex” in two instruments and simplify the responses to male and female. We would like to replace the language utilizing “gender” to instead read “sex” to conform to Executive Order 14168. The response options also now conform to the Executive Order. The shift will be applied in two instruments: Parent Interview (F08.04) and Student Interview (F08.01).

This change does not ask respondents to submit any new or additional documentation to FNS. The estimated time to read the recruitment materials is not impacted by the change.

If you have any questions regarding this request, please contact Jamia Franklin, FNS Information Collection Clearance Officer for the Food and Nutrition Service, Planning & Regulatory Affairs Office at (703) 305-2403.

Attachments:

- Revised under change #1:
 - School Roster Data Request (D01)
- Revised under change #2:
 - Parent Interview (F08.04)
 - Student Interview (F08.01)