

Appendix C-5. Virtual Interview Thank You Email

- › **To:** As needed: WIC directors of agencies not participating in a site visit (22 case study agencies and approximately 15 geographic State agencies)
- › **From:** Westat study team member
- › **Subject:** Thank you for participating: *WIC Tribal Organizations and U.S. Territories*
- › **Attachments:** None

Dear [WIC agency director],

On behalf of the study team and FNS, thank you for participating in a virtual interview as part of the *WIC Tribal Organizations and U.S. Territories* study. This important study will help improve WIC for you and your staff and participants. FNS and Westat plan to share findings back with WIC agencies through a webinar and other products once the study is complete.

Thank you,

[Study team member signature]

Public Burden Statement

This information is being collected to assist the Food and Nutrition Service in learning about variations in WIC operations between Tribal Organizations, U.S. territories, and geographic states. This is a voluntary data collection, and FNS will use the information to enhance WIC program operations and service to all WIC participants. 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 XXXX-XXX. The time required to complete this information collection is estimated to average 0.0835 hours (5 minutes)

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, Evidence, Analysis, and Regulatory Affairs Office, 1320 Braddock Place, Alexandria, VA 22314, ATTN: PRA (0584-XXXX). Do not return the completed form to this address.