



United States  
Department of  
Agriculture

[DATE]

Proposed Advance Letter - Summer

Food and  
Nutrition  
Service

[NAME]  
[ADDRESS]  
[ADDRESS]  
[CITY, STATE ZIP]

3101 Park  
Center Drive  
Alexandria, VA  
22302-1500

Dear [ NAME]:

[IF BLINE=1: As you may remember, your; IF BLINE=2: Your] School District is participating in a research study sponsored by The U.S. Department of Agriculture (USDA). The purpose of the study is to help the government make child nutrition programs better for school age children. [IF TREATMENT: We want to know about your experiences with the summer food benefits you are receiving.]

[IF BLINE=1: You may recall that as; IF BLINE=2: As] part of the study, USDA is working with Abt Associates Inc. and Mathematica Policy Research to conduct a telephone survey. [IF BLINE=1: I thank you for completing that initial telephone survey, and wanted to let you know that an interviewer will be calling you within the next few days to ask you to participate in another telephone survey. [IF BLINE=2: An interviewer will be calling you within the next few days to ask you to participate in a telephone survey.] The interview will take about [IF BLINE=1: 25; IF BLINE=2: 30] minutes and you will receive a \$25 VISA gift card as a thank you once the interview is completed.

Your participation is voluntary, but we hope you will choose to participate. All information collected during the survey will be kept private, as required by law. If you decide not to participate, it will not affect any government assistance you may be receiving. If you would like to complete the survey now, or want to schedule a convenient time for the telephone interview, please call 1-877-370-6603. You will be asked to provide your survey ID # [12345678].

We thank you in advance for your cooperation and helping make this important study a success!

Sincerely,

Hoke Wilson  
Evaluation Team Lead

**Remember: You can complete the survey now or schedule a convenient time by calling**

**1-877-370-6603. Don't forget to provide your survey ID!**



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Summer Food for Children Demonstrations  
Office of Research and Evaluation