

Appendix Q3
ATTACHMENT B: ADDENDUM FOR STUDY EXTENSION TO AGE NINE YEARS
Administrative Data on L2FU Study Participants

During the extension period for the *Feeding My Baby Study*, WIC State agencies will be asked to provide administrative data for study participants who left the study before the study child's fifth birthday from a list provided by Westat in a one-time request.

Westat Role and Responsibilities:

- Westat will provide access to its secure file-transfer (SFTP) website to the designated staff from the state agency.
- Westat will securely transmit an Excel spreadsheet with the information below as available for each participant:
 - a. Caregiver Name
 - b. Caregiver Date of Birth
 - c. Caregiver WIC ID
 - d. Child's Name
 - e. Child's Date of Birth
 - f. Child's WIC ID
 - g. Name and State of the WIC clinic at which the participant enrolled in the study
 - h. Last known clinic at which the participant was receiving services
 - i. Caregiver's address
 - j. Caregiver's phone number(s)
 - k. Caregiver's email address
 - l. Start date of the reference period
 - m. End date of the reference period
 - n. Blank columns for the State to enter dates during which the participant started and stopped receiving WIC benefits.
- [IF STATE AGENCY IS ABLE TO ACCEPT GRANT: As a token of appreciation, Westat will provide a monetary grant in the amount of \$1,000.00

WIC State Agency Roles and Responsibilities:

- Review the administrative data for the L2FU Study participants in the Excel spreadsheet provided by Westat.
- Enter dates during which the participant, either the study child or the caregiver but not any other children, started and stopped receiving WIC benefits up to the study child's fifth birthday, or indicate the status using the codes provided by Westat.
- Securely transmit the completed spreadsheet to Westat in a timely fashion by an agreed upon date.

