

B2. Notification Email from FNS Regional Offices to States

**Send to:** State CACFP Directors

**Subject:** USDA's Family Child Care Home (FCCH) Provider Experience Survey is about to begin

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Dear CACFP Director,

The U.S. Department of Agriculture's Food and Nutrition Service (FNS) has contracted with Westat to conduct the *Family Child Care Home (FCCH) Provider Experience Survey*.

As you know, family child care home providers participating in the Child and Adult Care Food Program (CACFP) play an important role in supporting the health and wellness of the children they serve. Unfortunately, family child care home participation in CACFP has been steadily declining over the last 20 years. This survey will be sent to a nationally representative sample of 5,300 family child care home providers who participated in the CACFP at any time since 2019 in all 50 States and Washington, D.C.

Data collection for the survey will begin in early 2023. Family child care home providers will be asked to complete one short (20 minute) survey about their experiences with CACFP and recommendations to improve provider participation. The results will be used to guide programmatic changes to help retain family child care home providers in the program, including the provision of technical assistance materials. The findings will also be available on FNS' website.

Since you are the main point of contact for the family child care home sponsors in your state, FNS requests your help. Soon you will receive an email from Westat, requesting that you include information about the survey in your usual communications with the family child care home sponsors, such as newsletters or emails. Westat will provide you templates for this communication.

Please do not hesitate to contact Westat's Study Team for additional information. The Westat Study Team can be reached via email at [study email], by phone at [study phone number], or by using the [contact us link](#) on the *FCCH Provider Experience Survey* website [insert URL].

Thank you for your support of this important FNS study.

Sincerely,

[SIGNATURE]

[SIGNATURE]

Attachments:

B15a. Study Brochure with FAQs-English

This information is being collected to assist the Food and Nutrition Service in understanding the decrease in CACFP participation among family child care home providers. This is a voluntary collection and FNS will use the information to provide technical assistance and inform program improvements to support family child care home participation in CACFP. 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 0.0501 hours (3 minutes) per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and