

Burden Statement for Site Monitor Survey

According to the Paperwork Reduction Act of 1995, no persons are 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 4 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SURVEY INSTRUMENTS

SURVEY 3: SITE MONITOR SURVEY

1. **HOW LONG HAVE YOU BEEN A SITE MONITOR?** _____ years

2. **HOW MANY SPONSORS WERE YOU RESPONSIBLE FOR THIS SUMMER?**
 _____ sponsors

3. **HOW MANY SITES WERE YOU RESPONSIBLE FOR THIS SUMMER?**
 _____ sites

4. **HOW MANY SITES DID YOU MONITOR? (ASKED ONLY FOR THOSE YEARS THIS MONITOR WAS MONITORING SITES.)**

 ___ 2004
 ___ 2005
 ___ 2006

5. **ABOUT HOW LONG DID EACH MONITORING VISIT TAKE?**

 _____ hours, _____ minutes

6. **APPROXIMATELY HOW MANY OF YOUR SITE MONITOR VISITS WERE MADE TO FOLLOW-UP ON A PREVIOUSLY IDENTIFIED PROBLEM?**

 _____ %

 (6A) APPROXIMATELY HOW MANY PROBLEMS WERE RESOLVED BY THE TIME THE FIRST FOLLOW-UP VISIT IS MADE?

 _____ %

7. **APPROXIMATELY WHAT PERCENT OF YOUR SITE MONITORING VISITS WERE NOT ANNOUNCED AHEAD OF TIME?**

 _____ %

8. THE STATE COLLECTS DATA ON THE FOLLOWING POTENTIAL SFSP VIOLATIONS. PLEASE RANK THESE FROM 1 TO 7 TO SHOW HOW SERIOUS THE VIOLATION WAS COMPARED TO OTHER VIOLATIONS. BY "SERIOUS," WE DO NOT MEAN THE NUMBER OF TIMES YOU ENCOUNTERED THIS VIOLATION, BUT RATHER THE SERIOUSNESS OF THE VIOLATION COMPARED TO OTHER VIOLATIONS. USE 1 FOR THE MOST SERIOUS VIOLATION AND 7 FOR THE LEAST SERIOUS VIOLATION.

- Meals not utilized
- Off-site consumption
- Time violation
- Meal pattern violation
- Damaged/spoiled meals
- Meals served to ineligible individuals
- Other (Specify _____)

9. DID NEW, 40% SITES HAVE THE SAME VIOLATIONS AS OTHER SITES?

- Yes GO TO Q10.
- No (If no, GO TO 9A)

(9A) PLEASE RANK VIOLATIONS AMONG NEW 40% SITES. BY "SERIOUS," WE DO NOT MEAN THE NUMBER OF TIMES YOU ENCOUNTERED THIS VIOLATION, BUT RATHER THE SERIOUSNESS OF THE VIOLATION COMPARED TO OTHER VIOLATIONS. **USE 1 FOR THE MOST SERIOUS VIOLATION AND 7 FOR THE LEAST SERIOUS VIOLATION.**

- Meals not utilized
- Off-site consumption
- Time violation
- Meal pattern violation
- Damaged/spoiled meals
- Meals served to ineligible individuals
- Other (Specify _____)

10. WHAT TYPES OF SITES SEEMED TO HAVE THE MOST VIOLATIONS?

11. PLEASE DESCRIBE THE MAJOR PROBLEMS YOU ENCOUNTERED DURING YOUR SITE MONITORING VISITS. "PROBLEMS" CAN INCLUDE FORMAL SFSP VIOLATIONS AND/OR OTHER DIFFICULTIES OR SITUATIONS THAT YOU ENCOUNTERED.

Date: ____/____/2006