

Faith based

REPORTING

Section of Regulations	Title	Form number (If Any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses (col. DXE)	Estimated Avg.		Estimated Total Manhours (col. FxG)
						No. of Manhours Per Response		
	REPORTING							
	State Agency Level							
210.5 (a)	Request for cash to make NSLP reimbursement payments to SFAs		57	24	1368	1.5	2,052.000	
210.5 (d)	Information on the amount of Federal NSLP funds expanded and obligated to date.		57	4	228.000	3.2	729.600	
210.8 (b)	Request for cash to pay additional NSLP funds to SFAs as the result of corrective action taken on SFAs claim (including justification for the amount requested).		57	4	228.000	2.25	513.000	
210.15 (a) (8)	Information on Civil Rights Complaints and their resolution.		57	on occasion				
210.18 (d) (1)	State agencies shall inform FNS of anticipated schedule of reviews, upon request.		57	on occasion				
210.18 (d) (2)	Names of large SFAs exceeding any		57	0.2	11.400	1	11.400	
210.18 (o) (1)	one of the CRE critical area review thresholds.							
210.18 (g)	SA shall verify compliance with critical		57	1	57.000	20	1,140.000	
210.18 (h)	and general areas of review							

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210.18 (j) (1)	SA provides written notification of review findings to SFA, including review findings , preliminary assessment of needed corrective actions, and deadlines for completion, and provides notification of adverse action and right to appeal.		57	1	57,000	2	114,000
210.18 (l) (2)							
210.18 (n)	SA shall report to FNS the results of reviews by March 1 of each school year, on a form designated by FNS.	FNS-640	57	1	57,000	1	57,000
210.18 (o) (2)							
210.18 (r)	Establish appeal procedures for SFAs		57	1	57,000	7	399,000
210.19 (b)	Estimated participation in NSLP commodity schools.		2	1	2,000	3	6,000
210.19 (f)	Commodity schools' estimation of whether to receive part of their commodity assistance in cash for processing and handling of commodities.		2	1	2,000	2	4,000
210.19 (f)	SA provides CACFP SFAs with a listing of all elementary schools participating in NSLP with at least 50% eligibility		12	1	12,000	0.5	6,000
210.20(a)(8)	SA report the number of food safety inspections conducted to FNS		57	1	57,000	1.5	85,500
210.25	Grant Closeout Report	SF-269	57	2	114,000	3.2	364,800

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210.23(d)(1)	SA collects data related to currently participating SFAs and applicant SFA and determine numbers of faith-based and community organizations.	FB	57	364	20748.000	0.25	5,187.000
210.23 (d)(2)	SA documents the process used to determine the data and report process to FNS.	FB	57	1	57.000	1	57.000
210.23(d)(3)	SA report to FNS data compiled for the prior fiscal year.	FB	57	1	57.000	0.5	28.500
STATE AGENCY LEVEL TOTALS					23,112.400		10,754.800
SCHOOL FOOD AUTHORITY LEVEL							
210.8 (b)	Submit revised claim for reimbursement and supporting statement justifying the adjustment.		2005	1	2,005.000	0.5	1,002.500
210.8 (c)	Submit claim for reimbursement and supporting data		20710	12	248,520.000	1.5	372,780.000
210.8 (c) (2)	Report the total number of children approved for free and reduced price lunches as of the last day of operation in October		20710	1	20,710.000	0.08	1,656.800
210.9 (b)	Application to operate the NSLP and		10	1	10.000	1.25	12.500

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	agreement between SA and SFA.								
	*Application and agreement are part of the same transaction, so there is only one response for both.								
210.9 (b) (20)	SFAs provide SAs with a listing of elementary schools with at least 50% eligibility	4969	1	4,969.000	0.5				2,484.500
210.9 (b) (20)	SFAs provide sponsors with a elementary school attendance area boundary information	4969	2	9,938.000	4				39,752.000
210.9 (c) (7)	SFAs must conduct reviews of each afterschool care program that participates in the NSLP	241	2	482.000	1.44				694.080
	*Application and agreement are part of the same transaction, so there is only one response for both.								
210.10 (h)	SFAs modify existing menus with more than 30% vegetable protein products	10000	1	10,000.000	0.016				160.000
210.15 (a) (6)	Information on Civil Rights complaints and their resolution.	20710	on						
210.15(a)(7)	Collect the number of food inspections obtained and report to state agency	20,710	1	20710.000	0.5				10,355.000
210.16 (c)	Copy of SFAs contract with its FSMC	1648	1	1,648.000	0.25				412.000
210.18(k)(2)	SFA shall submit to SA documented corrective action, no later than	4142	1	4,142.000	3				12,426.000

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	30 days from the deadline for completion, for violations of critical or general areas identified on administrative or follow-up review.								
210.19(a)(2)	SFAs meet the requirements to account for all revenues and expenditures of nonprofit food service.	20710	4	82,840.000	0.33			27,337.200	
	SCHOOL FOOD AUTHORITY LEVEL SUBTOTALS			405,974.000				469,072.580	
	SCHOOL LEVEL								
210.9 (b)	Daily counts of paid, reduced priced and free lunches served.	100398	10	1,003,980.000	0.5			501,990.000	
210.19 (a) (2)	Cafeteria sales (for inclusion in net cash resources)	100398	10	1,003,980.000	0.33			331,313.400	
	SCHOOL LEVEL SUBTOTALS			2,007,960.00				833,303.400	
	SUMMARY BY LEVEL OF MANAGEMENT								
				22,50,40 *				5482,50	
	State Agency Burden			23,112.000				10,755,000	
	School food Authority Burden			385,264.000				469,072.580	
	School Level burden			2,007,960.000				833,303.400	

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* 1000 Faith base burden

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REPORTING GRAND TOTAL					2,416,336.000	1,313,130.980
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1,307,858.40

(excludes FB#)

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RECORDKEEPING

Section of Regulation	Title	Form Number (if Any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses (Col. Dx E)		Estimated Avg. No. of Manhours Per Response	Estimated Total Manhours (Col. Fx G)
					E	F		
A	B	C	D	E	F	G	H	
	RECORDKEEPING							
	STATE AGENCY LEVEL							
210.10 (1)	Establishes guidelines and approves school food authorities menu planning alternatives.		57	1	57.000	1	57.000	
210.10 (1)	Modifies menu planning alternatives or develops menu planning alternatives.		5	1	5.000	20	100.000	
210.15 (a)(6)	Records of reviews of Civil		57	69	3,933.000	0.1	393.300	
210.18 (h)(3)	Rights compliance by SFAs.							
210.23(b)	Records of Civil Rights complaints handled by the SA, including all relevant correspondence and documentation of corrective action.		57	on occasion				
210.18(i)(1)	SA's criteria for selecting small		57	1	57	1	57	
210.18(p)(2)	school food authorities for follow-up							
210.18(b)(7)	reviews.							
210.18(p)	Records of reviews of SFAs for		57	5.4	307.8	1.25	384.75	
210.19(d)	purposes other than CRE							
210.18 (k)	SA records which document the		57	93.23	5,314.110	1.3	6,908.343	
210.18 (p)	details of all reviews, and the							

RECORDKEEPING

210.20 (b) (1)	Accounting records and source documents to control the receipt, custody and disbursement of Federal NSLP funds, including documentation to support reimbursement payments submitted to FNS, approved alternatives and follow-up activity.	57	4133	235,581.000	0.25	58,895.250
210.20 (b) (2)						
210.28 (f)	Records pertaining to annual food preference survey of SFAs	57	1	57.000	3	171.000
210.20(b)(12)	Maintain records of food safety inspections obtained by schools.	57	363.33	20,710	0.25	5,177.50
STATE AGENCY LEVEL						
SUBTOTALS						
SCHOOL FOOD AUTHORITY LEVEL						
210.10(1)	Adopt menu planning alternatives, modify menu planning alternatives or develop menu planning alternatives and submit them to the State agency for approval.	2,500	1	2,501	10.5	26260.5
210.8 (a)	Documentation of participation data by school, each month's Claim for Reimbursement, and all data used in the claims review process.	20,710	10	207,100.000	10	2,071,000.000
210.9 (b)(18)	Names of children approved for	150	1	150	5	750.000

