

OMB #0584-0541  
Senior Farmers' Market Program (SFMNP)  
Reporting and Recordkeeping Requirements

October 2007

Regulation Section	Title	Forms	Estimated No. of Respondents	Reports Filed Annually	Total Annual Response	Estimated Hrs/ Response	Annual Burden Hrs
<b>STATE &amp; LOCAL AGENCY BURDEN</b>							
<b>Reporting</b>							
249.3(e)	Local Agency Applications		470	1	470	2	940
249.4	State Plan		47	1	47	40	1,880
249.10(e)	Monitoring/review of outlets		47	6.48	305	1.5	458
249.10(f)	Coupon/CSA management system		47	1	47	5	235
249.10(h)	Coupon reconciliation		47	1	47	3	141
249.11	Financial management system		47	1	47	10	470
249.12	Prior Approval for costs per 7 CFR 3016.22		5	1	5	160	800
249.17(b)(2)	State agency corrective action plans		12	1	12	10	120
249.18(b)	Audit responses		12	1	12	15	180
249.23(a)	Certification data for seniors		470	17,021	800,000	0.25	200,000
249.23(b)	Financial/recipient reports		47	1	47	38	1,786
249.23(b)	Annual Financial and Program Data Report	FNS-683a	47	1	47	2	94
<b>Subtotal</b>	<b>(Reporting Requirements)</b>		<b>517</b>	<b>1,549.48936</b>	<b>801,086</b>	<b>0.25853</b>	<b>207,103.50</b>
<b>Recordkeeping</b>							
249.9	Nutrition education		470	17,021	800,000	0.25	200,000
249.10(b)	Authorized outlet agreements		47	1	47	2	94
249.10(e)	Summary of authorized outlet monitoring		47	1	47	2	94
249.11	Record of financial expenditures		47	1	47	2	94
249.16(a)	Fair hearings		47	1	47	1	47
249.23(a)	Record of program operations		47	1	47	40	1,880
<b>Subtotal</b>	<b>(Recordkeeping Requirements)</b>		<b>517</b>	<b>1</b>	<b>800,235</b>	<b>0.25269</b>	<b>202,209</b>
<b>Subtotal State &amp; Local Agency Burden</b>			<b>517</b>	<b>1,549.48936</b>	<b>801,086</b>	<b>0.51095</b>	<b>409,313</b>
<b>PRIVATE SECTOR BURDEN</b>							
249.10(a)	Selection of Authorized Outlets Farmers/ Markets/ Roadside Stands/ CSAs)		3,049	1	3,049	1	3,049
<b>Subtotal</b>	<b>(Reporting Requirements)</b>		<b>3,049</b>	<b>1</b>	<b>3,049</b>	<b>1</b>	<b>3049</b>
<b>TOTAL BURDEN</b>			<b>3,566</b>	<b>225.5005609</b>	<b>804,135</b>	<b>0.51280</b>	<b>412,362</b>