

**SUPPORTING STATEMENT
ANNUAL REPORT OF STATE REVENUE MATCHING
OMB No. 0584-0075**

A. JUSTIFICATION

1. Explain the circumstances that make the collection of information necessary.

Information collected on Form Number: FNS-13, Annual Report of State Revenue Matching, is necessary to monitor State agency compliance with the revenue matching requirement contained in Section 7 of the Richard B. Russell National School Lunch Act, amended (Public Law 109-97).

2. Indicate how, by whom, and for what purpose the information is to be used.

Form FNS-13 collects information on a school year basis for the National School Lunch Program (NSLP). The information will be used by the FNS administrator, the Child Nutrition Division, and the FNS Financial Management Division to ensure compliance with State revenue matching requirements. Each State is required to match 30 percent (or a lesser percent based on per capital income) of the Section 4 funds made available to the State during the school year. These State revenues must be appropriated or otherwise made available for program purposes during the school year.

Without the information collected on Form FNS-13, FNS would not be able to monitor State compliance with this revenue matching requirement.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques, or other forms of information technology.

FNS is committed to complying with the E-Government Act, to promote the use of the Internet and other information technologies to provide increased opportunities for citizen access to Government information and services, and for other purposes. State's submit data from the FNS-13 electronically through the Food Program Reporting System (FPRS) to FNS.

4. Describe efforts to identify duplication.

There is no duplication in reporting of State revenue matching data.

5. Impact on businesses or other small entities.

The information collection does not involve small organizations.

6. Consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently.

Federal funds must be matched with State revenues on a school year basis. Collecting information less frequently would result in the unlawful use of Federal funds.

7. Circumstances that would cause an information collection to be conducted in a manner that is inconsistent with 5 CFR 1320.6

No special circumstances are involved that would require the collection to be conducted in a manner inconsistent with the guidelines in 5 CFR 1320.6.

8. Provide a copy and identify the date and page number of publication in the Federal Register. Summarize public comments received in response to that notice.

A notice was published in the Federal Register on September 28, 2007 (Volume 72, Number 188, Page 55172).

No public comments were received in response to the notice published in the Federal Register.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection.

FNS consults with Regional Offices any proposed changes as the result of legislative, regulatory, or administrative changes. Regional offices are in constant contact with State agencies who provide feed back on FNS processes and procedures that may impact them.

9. Explain any decision to provide any payment or gift to respondents.

No payment or gift was provided to respondents.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or Agency policy.

This information does not require confidentiality.

11. Justification for any questions of a sensitive nature.

There are no questions of a sensitive nature involved.

- 12. Provide estimates for the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.**

A. Estimates of the hour burden of the collection of information.

Form number: FNS-13 collects information from 57 State agencies on an annual basis. The estimated average burden hours per State agency has been determined to be 80 hours per response based on consultations with the State agencies submitting reports.

# Respondents	# Responses Per Respondent	Total Annual Responses	Hours Per Response	Total Annual Burden
57	1	57	80	4,560

B. Annualized cost to the respondents

TOTAL COST TO PUBLIC = 4,560 hour X \$22.22 per hour = \$101,323

- 13. Provide estimates of the total annual cost burden to respondents or record keepers resulting from the collection of information (do not include the cost of any hour burden shown in items 12 and 14). The cost estimates should be split into two components: (a) a total capital and start-up cost component annualized over its expected useful life; and (b) a total operation and maintenance and purchase of services component.**

There are no capital/start-up or ongoing operation/maintenance costs associated with this information collection.

- 14. Provide estimates of annualized cost to the Federal government.**

It is estimated that a GS 12/06 takes approximately 80 hours to analyze data received from State agencies:

$$\$36.26 \times 80 \text{ hrs.} = \$2,900.80$$

- 15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB 83-I.**

The change is due to an adjustment in the number of SAs that are required to submit the FNS-13 report to FNS. The number of SAs administering the National School Lunch Program increased from 54 to 57.

- 16. For collections of information whose results will be published, outline plans for tabulation and publication.**

The information collected is not published for external distribution.

- 17. If seeking to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

The agency is seeking approval to not display the OMB expiration date on the FNS-13 associated with this information collection.

- 18. Explain each exception to the certification statement identified in Item 19, "Certification for Paperwork Reduction Act Submissions," of OMB Form 83-I.**

There are no exceptions to the certification statement.