

ATTACHMENT A: WIC PROGRAM REPORTING AND RECORDKEEPING REQUIREMENTS (OMB #0584-0043)

Affected Public: State and Local Agencies (including Indian Tribal Organizations and U.S. Territories)

Regulation Section	TITLE	Estimated Number of Respondents	Annual Report/Record Filed	Total Annual Responses	Number of Burden Hours Per Response	Estimated Total Burden Hours	Previous Submission Total PersonHours	Difference Due To Program Changes	Difference Due To Adjustments
REPORTING BURDEN ESTIMATES									
246.4	State Plan	90	1	90	134.62	12,116	10,740		1,376
246.5(b)	Local Agency (LA) applications	935	1	935	2.00	1,870	1,870	-	-
246.6	LA Agreements	935	1	935	1.50	1,403	1,403	-	-
246.7(f)(2)(iii)(A)	LA requests for notice extension	312	1	312	0.25	78	78	-	-
246.7(i)	Cert. data for women & children	1,870	6,353.57	11,881,176	0.17	2,019,800	2,019,800	-	-
"	Certification data for infants	1,870	1,089	2,035,813	0.17	346,089	346,089	-	-
246.7(j)(9)	SA notification re funding shortfall	4	1	4	0.09	0.3600	0.3600	-	-
246.7(k)	Verification of Certification cards	1,870	89	166,707	0.09	15,004	15,004	-	-
246.10(b)(1)	Identification of Acceptable Foods	90	1	90	40.00	3,600	3,600	-	-
246.10(d)(1) (formerly (10)(c)(1)(v))	1% of infants addl. documentation	1,870	11	20,358	0.03	611	611	-	-
246.11(d)(2)	LA nutrition education plan	1,870	1	1,870	40.00	74,800	74,800	-	-
246.12(g)(4)(i)	Vendor food sales data	90	62.66	5,640	4.00	22,560	11,280	-	11,280
246.12(g)(4)(ii)(B)	Vendor shelf prices	75	1,044.44	78,333	2.00	156,666	94,000	-	62,666
246.12(g)(4)(ii)(B)	Vendor shelf prices exemption	15	1	15	16.00	240	-	240	-
246.12(i)(1)	Vendor training development	90	1	90	8.00	720	720	-	-
"	Vendor training	90	522.22	47,000	2.00	94,000	94,000	-	-
246.12(j)(4)	Vendor compliance investigations	90	26.11	2,350	2.00	4,700	4,700	-	-
246.12(o)	Complaints	90	111.11	10,000	1.00	10,000	10,000	-	-
246.12(q)	Disposition of food instruments	90	1	90	40.00	3,600	3,600	-	-
246.14(d)(1)	ADP proposals	15	1	15	160.00	2,400	2,400	-	-
246.16(d)	Distribution of funds to LAs	90	83.11	7,480	2.00	14,960	14,960	-	-
246.17(c)(1)	Termination of SAs & LAs	90	0.1111	10	8.00	80	80	-	-
246.19(a)	SA corrective action plans to FNS	23	1	23	40.00	920	920	-	-
246.19(b)(5)	Targeted LA reviews	90	2.5973	234	2.00	468	468	-	-
246.20(a)(2)	SA response to OIG audits	4	1	4	40.00	160	160	-	-
Subtotal - REPORTING		1,960	9,408	14,259,573	545.92	2,786,847	2,711,283	240	75,322
RECORDKEEPING BURDEN ESTIMATES									
246.12(g)(11)	Vendor infant formula suppliers	90	1	90	50.00	4,500	4,500	-	-
246.12(h)(1)(i)	Vendor applications & agreements	90	261.11	23,500	1.00	23,500	23,500	-	-
246.12(h)(8)	Vendor incentive items	16	53.1	850	1.00	850	850	-	-
246.12(i)(4)	Vendor training content	90	1	90	2.00	180	180	-	-
246.12(j)(6)	Routine vendor monitoring	90	522.22	2,350	1.00	2,350	2,350	-	-
246.12(j)(6)	Vendor compliance investigations	90	522	2,350	2.00	4,700	4,700	-	-
246.12(l)(3)	Vendor notice of violations	90	25.55	2,300	1.00	2,300	2,300	-	-
246.23(c)(1)	Disposition of participant claims	90	1	90	5.00	450	450	-	-
246.25(a)	Financial ops. & food delivery sys.	1,960	12	23,520	2.00	47,040	47,040	-	-
246.25(a)	Nutrition ed. for women & children	1,870	6,353.57	11,881,176	0.017	201,980	201,980	-	-
"	Nutrition education for infants	1,870	1,088.67	2,035,813	0.017	34,609	34,609	-	-
246.25(a)	Fair hearings	1,960	1	1,960	0.25	490	490	-	-
Subtotal - RECORDKEEPING		1,960	8,842	13,974,088	65.28	322,948	322,949	-	-
GRAND SUBTOTAL		1,960	18,250	28,233,660	611.20	3,109,795	3,034,232	240	75,322
Affected Public: Applicants for Program Benefits									
246.7(i)	Cert. data for women & children	1,949,149	2	3,898,298	0.05	194,915	194,915	-	-
"	Certification data for infants	1,949,149	1	1,949,149	0.05	97,457	97,457	-	-
246.10(c)(1)	1% of infants addl. documentation	19,491	1	20,358	0.03	611	611	-	-
Subtotal - Reporting Requirements		1,949,149	4	5,867,805	0.13	292,983	292,983	-	-
Affected Public: Retail Vendors (Food Stores)									
246.12(g)(4)(i)	Vendor food sales data	5,640	1	5,640	2.00	11,280	5,640	-	5,640
246.12(g)(4)(ii)(B)	Vendor shelf prices	39,167	2	78,334	2.00	156,667	94,000	-	62,666
246.12(h)	Vendor applications & agreements	23,500	1	23,500	1.00	23,500	23,500	-	-
246.12(h)(8)	Vendor incentive items	850	1	850	1.00	850	850	-	-
Subtotal - Reporting Requirements		39,167	5	108,324	6.00	192,297	123,990	-	68,306
GRAND TOTAL		1,990,276	18,259.06	34,209,789	617.333	3,595,075	3,451,206	240	143,629
SUMMARY OF BURDEN (OMB #0584-0043)									
TOTAL NO. RESPONDENTS		1,990,276							
AVERAGE NO. RESPONSES PER RESPONDENT		17.19							
TOTAL ANNUAL RESPONSES		34,209,789							
AVERAGE HOURS PER RESPONSE		0.11							
TOTAL ANNUAL BURDEN HOURS REQUESTED		3,595,075							
CURRENT OMB INVENTORY		3,451,206							
DIFFERENCE		143,869							

FNS:SFPD:SF222:Geraldine Tompkins:12/16/03

FC:Reg-1-1

DOC:I:PPDB:Geraldine:ICB Chart - Revised for Misc Rule.xls