

Form FNS-143, Claim for Reimbursement (Summer Food Service Program)

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1. Circumstances making the collection of information necessary.

This is a revision of a currently approved information collection. The information on the FNS-143 must be collected in order to fulfill the reimbursement requirements set forth in CFR 7 Parts 225.10 and 225.15, the Summer Food Service program (SFSP) Regulation issued by the Secretary of Agriculture. The number of meals served and the operating and administrative cost data must be collected on the FNS-143 to determine the reimbursement entitlement for SFSP sponsoring organizations in the Regional Office Administered Program (ROAP) in Virginia.

2. Purpose and use of the information.

The claim form is used to collect meal and cost data from sponsors in order to determine the reimbursement entitlement for meals served. The claim form is either sent to the Child Nutrition Payments Center at the Food and Nutrition Service Mid-Atlantic Regional Office where it is entered into a computerized reimbursement payment system, or sponsoring organizations can submit the form on-line directly into the payment system via an electronic system.

3. Use of information technology and reduce burden.

FNS is committed to complying with the E-Government Act, 2002 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. Over 60% of the program participants submit their FNS-143 electronically and all reimbursements are made by electronic funds transfer. The system used is the data management and payment system. The system can be

accessed through <http://roap.fns.usda.gov>.

4. Efforts to identify duplication and use of similar information.

There are no similar duplication efforts available.

5. Impact on small businesses or other small entities.

There is no impact on small businesses or other small entities.

6. Consequence of collecting the information less frequently.

If this information was not collected or was collected less frequently, sponsoring organizations would not receive monthly reimbursement.

7. Special circumstances relating to guidelines in 5 CFR 1320.6.

There are no special circumstances involved that would require the collection to be conducted in a manner not consistent with the guidelines in 5 CFR 1320.6.

8. Comments in response to the Federal Register Notice

A 60-day Federal Register Notice was published, Friday, August 7, 2009 at 74 FR 39609, Volume No. 151. A corrected 60-day Federal Register Notice was also published, Tuesday, August 18, 2009 at 74 FR 41674, No. 158. No comments were received on the information collection requirements.

Efforts to consult outside agency.

Whenever FNS revises an information collection package, the information is posted on the Agency

Web page for review and comment by regional offices, SAs, community groups, the general public, etc.

9. Explanation of any payment or gift to respondents.

No payment or gift was provided to respondents.

10. Assurance of confidentiality provided to respondents.

The Department will comply with the Privacy Act of 1974.

11. Justification for sensitive questions.

There are no questions of a sensitive nature included in this clearance package.

12. Provide estimates of the hour burden including annualized hourly cost.

Form FNS-143 collects information from 111 sponsoring organizations three times per year. The estimated average burden hours per sponsoring organization has been determined to be 30 minutes per response based on consultation with the FNS Mid-Atlantic Regional Office. Because of the improvements in technology and the ability to collect this information electronically, the burden hours have decreased from 423 hours to 166.5 hours.

Affected Public	(b) Form Number	(c) No. of Respondents	(d) No. Responses per Respondent	(e) Est. Total Annual Responses (cxd)	(f) Hours per Response	(g) Total Burden (exf)
Sponsoring Organizations	FNS-143	111	3	333	.5	166.5
Total Annual Burden Estimates		111	3	333	.5	166.5

PUBLIC COST

To estimate public cost, we consulted the 2009 Food Service Industry Median Hourly Rate information graph. We computed sponsoring organization compliance cost at a rate of \$8.90 per hour. Given this information, we made the following computations:

Reporting

Sponsoring Organization	166.5 hours x \$8.90	\$1,481.85
TOTAL	166.5 hours	\$1,481.85

13. Estimate of other total annual cost burden to respondents or record keepers.

There is no start-up or annual maintenance costs for this collection of information.

14. Annualized cost to the Federal government.

The costs associated with this collection are \$121.56. The rate was calculated at a GS-12 rate per hour of \$30.39 X 4 hours = \$.

15. Explanation of program changes or adjustments.

This is a revision of a currently approved information collection. The number of respondents has been reduced from 123 to 111, this adjustment is due to the reduction in the number of sponsors participating in the SFP, the estimated number of responses/respondent decreased from 5-3 and the 115 burden hours for recordkeeping have been eliminated because sponsoring organizations are not required to maintain their records for more than three years which falls within their routine business

practices. Therefore, the total burden has decreased from 423 burden hours to 166.5 burden hours.

16. Plans for tabulation and publication and project time schedule.

This collection does not employ statistical methods and there are no plans to publish the results of this collection for statistical use.

17. Reasons that display of OMB expiration date is inappropriate.

We are not seeking approval concerning the display of the expiration data.

18. Exception to certification for Paperwork Reduction Act submissions.

There are no exceptions to the certification statement.