



ates
**United
Department
Agriculture**

Food and
Nutrition
Service

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FROM: Lynn Rodgers-Kuperman
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Program Analysis and Monitoring Branch, Child Nutrition
Division
(CND)

SUBJECT: Justification for a Change to ICR #0584-0055: FNS-44 Report of
The Child and Adult Care Food Program

Through this memorandum, we are requesting a non-substantive change to the form FNS-44, *Report of the Child and Adult Care Food Program*, under the Information Collection Request (ICR), OMB Control No. 0584-0055, which was approved on August 31, 2009. The FNS-44 is used to collect information from eligible programs that provide nutritious meals and snacks to program participants. The Child and Adult Care Food Program (CACFP) is mandated by Section 17 of the Richard B. Russell National School Lunch Act (42 U.S.C. 1766). Program participants who use the FNS-44 must submit a 30-day and a 90-day report. Monthly data is limited to meal counts eligible for federal reimbursement.

FNS is making two changes to the FNS-44 to improve the collection of information and to better serve program participants. The first change is more cosmetic and pertains to shading in the Part E, column A2 section (complete monthly) of the form. In the current version of FNS-44, all the rows in column A2 are open, without shading, but State agencies (SAs) are only required to report At-Risk meal data related to free breakfasts, lunches, suppers and snacks (data must be reported only in rows 22, 31, 40 and 49 and all other blocks should be left blank). Due to confusion in shading these columns, currently At- Risk meal data is being reported in Remarks section. Improper shading of A2 column was an error when the form was approved in 2009. To ensure that the data is reported in the appropriate blocks, rows 23-30, 32-39, 41-48, 50-57, 59-60 are blocked are shaded. This change will allow SAs to report data in the appropriate blocks without confusion (no changes indicated in data collection parameters).

The second change pertained to minor changes in the instructions, the addition of some definitions and clarification of instructions per changes in Part E, column A2. Current

definitions on the form are clarified and new definitions (*Institution, Independent center, Sponsoring organization* and *Facility*) are added to the instructions. As there are no changes in data collection parameters, revisions to the FNS-44 do not increase the burden per response. FNS is not requesting any new or different information other than what has been requested in the past.

If you have any questions regarding this request, please contact Gary Vessels, CND, at 703-305-2596.