

Recordkeeping

Prgm Rule	CFR Citation	65	Form Number	A Estimated # Record-keepers	B Records Per Recordkeeper	C = (A*B) Total Annual Records	D Estimated Avg. # of Hours Per Record	E= (C*D) Estimated Total Hours	F Current OMB Approved Burden Hrs	G=E-F Total Difference
State Agency Level										
Milk	215.7	SA maintains applications submitted by, and agreements executed with, SFAs and sponsors.		54	103.13	5,569	0.58	3,202	4,654	-1,452
Milk	215.11(b)(2)	SA maintains records of civil rights site visits.		54	22.50	1,215	0.25	304	2,134	-1,830
Milk	215.11(b)(3)	Documentation of Program assistance.		54	22.50	1,215	0.36	437	800	-363
Milk	215.11(c)(1)	Maintenance of Program records to support reimbursement payments (accounting records of the receipt, custody, and disbursement of Federal funds).		54	24.40	1,317.60	0.0952	125.45	132	-7
Milk				54	1,176	63,504	0.08	5,080	12,555	-7,475
Milk	215.12	Records of corrective actions taken on improper claims.		54	2	108	0.33	36	1,254	-1,218
Milk	215.13(a)	A-133 Audit, Audit Plan, and Management Evaluations including records of the receipt and expenditure of funds under the Program.		54	1	54	0.25	14	2,443	-2,430
Milk		A133-Audit Plan (merged into the above)		0	0	0	0.00	0	35	-35
State Agency Level Total				54	1,351.53	72,983	0.12604	9,199	24,007	-14,808
Institution Level										
Milk	215.7(d)(1)	Records of Program revenues and expenditures to demonstrate nonprofitability. THIS BURDEN HAS BEEN TRANSFERRED TO THE FNS-10 ICR.		0	0	0	0.00	0	2,075	-2,075
Milk	215.7(d)(8)	Currently approved and denied applications for free milk. BURDEN MOVED TO FNS-10		0	0	0	0.00	0	2,075	-2,075
Milk	215.7(d)(7) and 215.10	Program records, including documentation of the consolidation of participation, revenue, and cost into claims. THIS BURDEN HAS BEEN TRANSFERRED TO THE FNS10 ICR.		0	0	0	0.00	0	20,750	-20,750
Milk				0	0	0	0.00	0	3,558	-3,558
Milk				0	0	0	0.00	0	1,445	-1,445
Milk	215.14a	Compliance with procurement requirements		5,569	1	5,569	1.00	5,569	17,118	-11,549
Institution Level Total				5,569	1.00	5,569	1.00	5,569	47,021	-41,452
Site Level										
Milk	215.7	Records of cash collected from paying children at the point of service (moved into institution level)		0	0	0	0	0	127,507	-127,507
Milk	215.10	Claims for reimbursement (removed duplicate burden captured under institution level)		0	0	0	0	0	127,508	-127,508
Milk				0	0	0	0	0	20,014	-20,014
Milk				0	0	0	0	0	10,834	-10,834
Site Level Total				0	0	0	0	0	285,863	-285,863
Total Recordkeeping Burden				5,623	14	78,552	0.19	14,768	356,891	-342,123

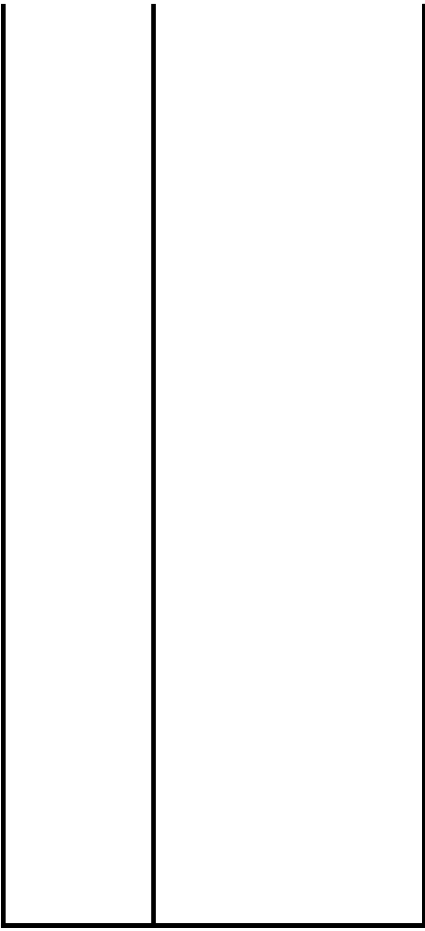
Prgm Rule	Estimated # Record-keepers	Records Per Recordkeeper	Total Annual Records	Estimated Avg. # of Hours Per Record	Estimated Total Hours	Current OMB Approved Burden Hrs	Total Difference
Milk	5,623	13.96970	78,552	0.188	14,768	356,891	(342,123)
0	-	-	-	-	-	-	-
0	-	-	-	-	-	-	-
0	-	-	-	-	-	-	-

SUMMARY OF BURDEN RECORDKEEPING & REPORTING	
TOTAL NO. RESPONDENTS	5,623
AVERAGE NO. RESPONSES PER RESPONDENT	15.2500
TOTAL ANNUAL RESPONSES	85,751
AVERAGE HOURS PER RESPONSE	0.2477631
TOTAL BURDEN HOURS FOR PART 215 WITH REVISION	21,246
CURRENT OMB INVENTORY FOR PART 215	508,485
DIFFERENCE (NEW BURDEN REQUESTED WITH REVISION)	-487,240

OMB Control #0584-0005 - Burden Summary - 7 CFR Part 215, Special Milk Program Regulations

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. DxE)
Recordkeeping					
State Agency Level	54	1,352	72,983	0	9,199
Institution Level	5,569	1	5,569	1	5,569
Site Level	-	-	-	-	-
Recordkeeping Total	5,623	13.97	78,552	0.19	14,768
Reporting					
State Agency Level	54	30	1,620	1	894
Institution Level	5,569	1	5,579	1	5,584
Site Level	-	-	-	-	-
Reporting Total	5,623	1.28	7,199	0.90	6,478
TOTAL BURDEN FOR (Title)	5,623	15.2500	85,751	0.2478	21,246

Date	User Initials
11/1/11	SW
11/2/11	SW
11/22/11	BB
1/11/12	BB
2/8/12	BB/SW



Comments

This is a DRAFT of the Special Milk Program Burden doc using the redesigned template

Burden reduction for renewal. Need to eliminate burden associated with the FNS-10 and FNS-777 to not duplicate burden in

Removed duplicate burden at site level; regulatory language puts burden of information collection at insitution level

revised notice to incorporate PRAB comments; returned to PRAB 1.12.12

reformated Excel spreadsheet

