



United States
Department

Agriculture

Food and
Nutrition
Service

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DATE: March 15, 2012

TO: Julie Wise
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FROM: Lael J. Lubing
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Grants & Fiscal Policy Division

SUBJECT: Justification for a Change in the Number of Burden Hours and
Responses for the Uniform Grant Application Package for Discretionary
Grants, OMB # 0584-0512

This justification requests changes to the number of burden hours and responses in the Uniform Grant Application Package for Discretionary Grants that is used by the Food and Nutrition Service (FNS) for their discretionary grant programs. The Healthy, Hunger-Free Kids Act of 2010, authorized the Secretary to award competitive grants under the Farm to School Program. This program is a high priority initiative of both the Department and FNS. We plan to announce this competition in April 2012 and award grants in October 2012.

Also, we anticipate two additional grant programs will use the Uniform Grant Application Package in FY 2012. They are the School Breakfast Expansion Grants, authorized in the Healthy, Hunger-Free Kids Act of 2010, and a SNAP Grant, entitled Development of State Geographic Information System Capacity.

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REPORTING BURDEN						
Affected Public	Requirement	Estimated # of Respondents	Quarterly Response Per Respondent	Total Annual Responses	Hours Per Response	Annual Burden Hours
State & local Governments, ITOs, Non-profits, Universities	RFA Proposals	750.00	1.00	750.00	60.00	45,000.00
	SF-425 & Progress Reports	76.00	4.00	4.00	2.00	608.00
Reporting Totals		826.00		754.00		45,608.00
RECORDKEEPING BURDEN						
Grantees	Maintain Records for SF-425 and Progress Reports	76.00	4.00	304.00	.25	76.00
TOTAL REPORTING & RECORDKEEPING BURDEN		902.00		1058.00		45,684.00

We anticipate at least 750 entities will prepare applications for these grant programs. This will result in 45,608 reporting hours and 76 recordkeeping hours, totaling 45,684 burden hours.