

**United States**

**Department of**

**Agriculture**

Food and

Nutrition

Service

3101 Park

Center Drive

Alexandria, VA

22302-1500

 April 17, 2015

 TO: Julie Wise

 OMB Desk Officer

 THROUGH: Rachelle Ragland-Greene

 FNS Information Collection Officer, Planning and Regulatory Affairs

 Food and Nutrition Service

 FROM: Lael Lubing

 Director, Grants and Fiscal Policy Division

 Food and Nutrition Service

 SUBJECT: Request for Approval to Add Grant to OMB Docket #0584-0512

The Uniform Grant Application for Non-Entitlement Discretionary Grants, OMB Number 0584-0512 allows the Food and Nutrition Service to add programs to the list of approved programs that use this generic clearance process periodically, provided that approval is obtained in advance.

The Food and Nutrition Service (FNS) is requesting OMB approval to add the grant information collection, Process and Technology Improvement Grants, to the list of approved grants.

FNS intends to award grants to State agencies to fund projects to develop and implement SNAP application and eligibility determination systems or measures to improve access to SNAP benefits by eligible applicants. In addition, FNS intends to award grants to Business-not-for-profit entities such as community-based or faith-based organizations, food banks, or other emergency feeding organizations. We are requesting to use 1,526 hours of the currently approved 807 hours for State agencies to respond to the Request for Applications to operate these grants and 719 burden hours for Business.

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| **Respondent Type** |  | **Approved** | **Currently Available** | **Requested for use with this IC** | **Difference (Remaining)** |
| **State, Local and Tribal Government** | **Responses** | 4,761 | 2,033 | 141 | 1,892 |
| **Hours** | 123,903 | 85,746 | 807 | 84,939 |

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| **Respondent Type** |  | **Approved** | **Currently Available** | **Requested for use with this IC** | **Difference (Remaining)** |
| **Business-not for-profit** | **Responses** | 4,761 | 1,892 | 87 | 1,805 |
| **Hours** | 123,903 | 84,939 | 719 | 84,220 |

If you have any questions or require any additional information, please give me a call on 703.305-2586.