



United States
Department of
Agriculture

Food and
Nutrition
Service


3101 Park
Center Drive

Alexandria, VA
22302-1500

04/11/2012

TO: Julie Wise, OMB Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget

THROUGH: Ruth Brown, Desk Officer
United States Department of Agriculture
Office of Chief Information Office

FROM: Lynnette Thomas 
Branch Chief, Planning and Regulatory Affairs Office
Food and Nutrition Service

SUBJECT: Justification for Increase in Burden Hours to OMB Control No: 0584-0474, National Hunger Clearinghouse Database Form

Through this memorandum, we are requesting a non-substantive change to the National Hunger Clearinghouse Database Form, OMB Control No. 0584-0474; expiration date September 30, 2015.

As mandated by Section 26 of the National School Lunch Act, FNS maintains a contract with a non-governmental organization to establish and maintain a clearinghouse to provide information to non-governmental groups located throughout the United States that assist low-income individuals or communities regarding food assistance, self-help activities to aid individuals in becoming self-reliant, and other activities that empower low-income individuals or communities to improve the lives of low-income individuals and reduce reliance on Federal, State, or local government agencies for food or other assistance.

Through this non-substantive revision, FNS is seeking to add data elements that will be collected specific to the Summer Feeding programs managed by FNS. Data is currently captured on the form for Summer Feeding programs, but partnering organizations have requested that we add time-specific data elements. The Summer Feeding programs may be available at sites for limited periods of time, specific days of the week, and/or for specific hours of the day only. Thus the new fields would capture these data elements: start date, end date, days of operation, and hours of operation for each meal service.

Form FNS-543A has been revised to reflect these additions. The estimated time to complete each entry will not be impacted by adding time specific data, so there is no change to the estimated burden.

If you have any questions regarding this request, please contact Lynnette Thomas, Branch Chief for the Food and Nutrition Service, Planning & Regulatory Affairs Office at (703) 605-4782.