

Appendix 2: EFNEP Burden Data

The burden for respondents was estimated through feedback from a survey sent to nine EFNEP Coordinators and their data managers. Seven surveys were returned.

Collection Activity	Number of Respondents	Estimated Hours per response	Total Annual Burden Hours
EFNEP	75	1,158	86,826

To calculate this figure, each university responded to a survey with data on the total number of minutes it took regional users to enter one adult graduate (included checklists and recalls), one adult non-graduate (demographics only), one youth group, and all staff. The responses from each university were averaged together and then multiplied out by the total number of adults graduates, adult non-gradates, youth groups in the FY2014 Federal Dataset. Since staff were collected as a whole (all staff as opposed to one staff member), that figure was multiplied by the total number of reporting institutions.

	Adult Grad	Adult Non-Grad	Youth Group	Staff
Average of Reported Values	43.8	22.6	42.2	24.6
Multiplier	80,312 Adult Grads (FY14)	41,538 Adult Non-Grads (FY14)	15,882 Youth Groups (FY14)	75 universities
Burden	3,517,665.6	938,758.8	670,220.4	1845

TOTAL REGIONAL BURDEN = 5,128,489.8 minutes / 60 minutes = 85,474.8 hours

The survey also collected the total number of minutes it took institution level users to review the data, submit the data, prepare the program plan, submit the program plan, prepare the budget, and submit the budget. These values were averaged and multiplied out by the total number of reporting institutions given that there is one submission per institution.

	Data Review	Data Submission	Plan Prep	Plan Submission	Budget Prep	Budget Submission
Average of Reported Values	330	7.1	344.2	30.6	299.3	69.7
Multiplier	75 universities	75 universities	75 universities	75 universities	75 universities	75 universities
Burden	24,750	532.5	25,815	2292.9	22446.4	5228.6

TOTAL INSTITUTION BURDEN = 81,065.4 minutes / 60 minutes = 1,351.09 hours

Regional and Institution level figures were added together to determine the total annual burden and divided by the total number of respondents (75) to estimate the number of hours per response.

This data reveals that the new Web-Based Nutrition Education Evaluation and Reporting System (WebNEERS) reduced overall time burden for grantees by 7% (~6400 hours) from that of the previous system. This is particularly impressive because WebNEERS includes two entirely new sections: the EFNEP Program Plan and the EFNEP Budget/Justification. So, even with the inclusion of these reporting requirements (previously submitted as attachments through Grants.gov and via email) universities are saving time and money.