

Part 272
Requirements for Participating State Agencies

7 CFR 272.2(c) & (e) Budget Projection Statement and Program Activity Statement, Submittal Requirements

The State agency (SA) shall submit to FNS for approval a Budget Projection Statement (which projects total Federal administrative costs for the upcoming fiscal year) and a Program Activity Statement (which provides program activity data for the preceding fiscal year). The SA agency must submit the Program Activity Statement, or form FNS-366B, to FNS no later than 45 days after the end of the State agency's fiscal year, which is typically August 15 for most States. Form FNS-366B is required to substantiate the costs the State agency expects to incur during the next fiscal year. It provides data on the number of SNAP applications the State agency processed, the number of fair hearings the State agency conducted, and the fraud control activities of the State agency. Fifty-three (53) SA's submit 1 response annually for a total of 53 annual responses. The annual reporting burden for form FNS-366B report is 35 hours per respondent to complete the form. The burden should have been reported as 17.93 hours per response ($53 \times 1 = 53 \times 17.93 = 950.29$). This burden was incorrectly reported as 24.5 during the FPRS data call ($53 \times 1 = 53 \times 24.5 = 1,299$). The reporting burden we are requesting for form FNS-366B alone is **1,855 hours (53SA × 1 annual report = 53 total annual responses × 35 hours per response = 1,855)**. This reflects a increase of 556 due to program adjustments.

Recordkeeping Requirements--Part 2XX
Title of CFR Part

There are recordkeeping burdens maintained in a separated OMB Control No.: 0584-0083, Expiration Date: 4/30/ 2017.

Public Disclosure Requirements--Part 2XX
Title of CFR Part

There is no public disclosure burden.