

Recordkeeping

Recordkeeping														
Prgm Rule	CFR Citation	Title	Form Number	Estimated # Record-keepers	Records Per Recordkeeper	Total Annual Records	Estimated Avg. # of Hours Per Record	Estimated Total Hours	Current OMB Approved Burden Hrs	Due to Authorizing Statute: Public Law 89-642 The Child Nutrition Act of 1966	Due to Program Change - SAE Rule	Due to an Adjustment	G = E-F	
													Total Difference	
SAE	235.7(a)	The Federal-State Agreement must be kept for three years.	FNS-74	75	1	75	0.083	6	6			0	0	
SAE	235.7(a)	SA maintains current accounting records of expenditure of SAE funds which adequately identify fund authorizations, obligations, unobligated balances, assets, liabilities, outlay, and income. (Includes funds carried over into subsequent FY.)	FNS-777 (allocated SAE funds)	84	26	2,184	2	4,368	9,048			(4,680)	(4,680)	
			FNS-777 (reallocated SAE funds)	23	26	598	2	1,196	2,392			(1,196)	(1,196)	
			FNS-777 (carryover SAE funds)	67	1	67	2	134	134			-	-	
SAE	235.9(c)(d)	SA procurement and property management. standards procedures.		84	1	84	3	252	261			(9.0)	(9.0)	
SAE	235.11(a)	SA documents expenditures of funds from State sources in any fiscal year for the administration of CNP is not less than that expended or obligated in Fy 1977	FNS-777	54	4	216	0.25	54	910			(856)	(856)	
						-		-				-	-	
						-		-				-	-	
						-		-				-	-	
State Agency Level Total				84	38.38	3,224	1.86	6,010	12,751	-	-	(6,741)	(6,741)	
Total Recordkeeping Burden				84	38.38	3,224	1.86	6,010	12,751	-	-	(6,741)	(6,741)	

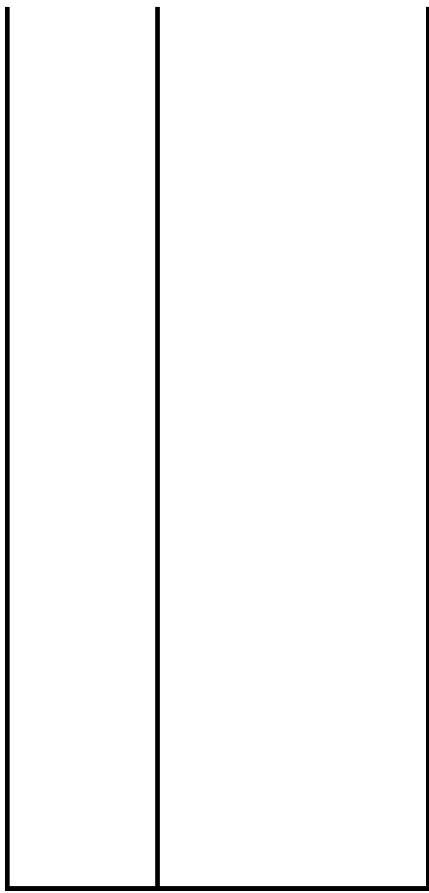
Reporting													
Program Rule	CFR Citation	Title	Form Number	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Due to Authorizing Statute: Public Law 89-642 The Child Nutrition Act of 1966	Due to Program Change - SAE Rule	Due to an Adjustment	G =E-F
State Agency Level													
SAE	235.3(b)	SA submits Federal-State Agreement	FNS-74	75	1	75	0.25	19	19			(0)	(0)
SAE	235.5(b)&(c)	SA submits base SAE Plan (and amendments)		84	0.357	30	8	240	240			(0)	(0)
SAE	235.5(d)	SA submits SAE Funds Reallocation Report annually	FNS-525	23	1	23	12	276	276			-	-
SAE				61	1	61	0.5	30	32			(2)	(2)
SAE	235.7(b)	SA submits information on SFAs participating in NSLP or CSP		56	1	56	1	56	56			-	-
SAE	235.7(b)	SA submits Financial Status Report on use of SAE Funds quarterly (FPRS ICR)	FNS-777		4	-	0.5	-	174			(174)	(174)
					-	-	-	-				-	-
					-	-	-	-				-	-
					-	-	-	-				-	-
		State Agency Level Total		84	3	245	2.5	621	797	-	-	(176)	(176)
		Total Reporting Burden		84	3	245	2.5	621	797	-	-	(176)	(176)
Program Rule	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Public Law 89-642 The Child Nutrition Act	Due to Program Change - SAE Rule	Due to an Adjustment	Total Difference			
SAE	84	2.9	245.0	2.5	620.7	797.0				(176.3)	(176.3)		
0	-	-	-	-	-	-				-	-		
0	-	-	-	-	-	-				-	-		
0	-	-	-	-	-	-				-	-		

SUMMARY OF BURDEN (RECORDKEEPING & REPORTING)	
TOTAL NO. RESPONDENTS	84
AVERAGE NO. RESPONSES PER RESPONDENT	41.297
TOTAL ANNUAL RESPONSES	3,469
AVERAGE HOURS PER RESPONSE	1.911
PROPOS'D TOTAL BURDEN HOURS FOR PART 235	6,631
CURRENT OMB INVENTORY FOR PART 235	13,548
DIFFERENCE (NEW BURDEN REQUESTED WITH ADJUSTMENTS)	-6,917

OMB Control #0584-0067 - Burden Summary - 7 CFR Part 235, State Administrative Expense Funds Regulations
Form Numbers FNS-74, FNS-525, FNS-777

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. DxE)
Recordkeeping					
State Agency Level	84	38.381	3,224	1.864	6,010
Recordkeeping Total	84	38.381	3,224	1.864	6,010
Reporting					
State Agency Level	84	2.917	245	2.533	621
Reporting Total	84	2.917	245	2.533	621
TOTAL BURDEN FOR PART 235	84	41.297	3,469	1.911	6,631

Date	User Initials
8/11/11	SW
8/16/11	BB
11/13/15	BB
11/19/15	bb
11/19/15	bb
1/13/16	SW
1/22/16	SW



Comments

This is a draft of the SAE Burden doc using the redesigned template

Reviewed data and functionality with Susan ...

Initiated renewal collection package

Not every SA submits SAE Plan unless substantive changes or reallocation requested.

of SAs administering CN programs decreased from 87 to 84 CT, VT, and NV each have one less state agency)

Propose transfer of FNS-525 to FPRS ICR.

Revise FNS-74 Federal-State Agreement

