

Attachment H: Sample Sizes, Estimated Burden, and Estimated Cost of Respondent Burden (Table)

Respondent Category	Type of Respondent	Data Collection Activity/Instrument	Attachment ID	Sample Size	Responsive					Non-Responsive					Total Hours (Respondents (respondents))	Hourly Wage	Total Annualized Cost Burden
					Estimated Number of Respondents	Frequency of Response	Total Annual Responses	Average Burden Hours per Response	Total Burden Estimate (Hours)	Estimated Number of Respondents	Frequency of Response	Total Annual Responses	Average Burden Hours per Response	Total Burden Estimate (Hours)			
State Agencies																	
Cognitive Pre-Testing of Survey																	
State Agency Directors	Recruitment Email			4	3	1	3	0.08	0.24	1	1	1	0.08	0.08	0.32	\$54.26	\$17.36
State Agency Directors	Recruitment Phone Call			3	3	1	3	0.08	0.24	0	0	0	0	0.00	0.24	\$54.26	\$13.02
State Agency Directors	Interviews			3	3	1	3	3.00	9.00	0	0	0	0	0.00	9.00	\$54.26	\$488.34
Sub-total for Cognitive Pre-Testing				4	3	3	9	1.05	9.48	1	1	1	0.08	0.08	9.56	\$54.26	\$518.73
Survey of State Agencies																	
State Agency Directors	Advance Notice to State Directors	B.1, B.1.1, B.1.2, B.1.3		51	51	1	51	0.08	4.25	0	0	0	0	0.00	4.25	\$54.26	\$230.61
State Agency Directors	State Survey Email Invitation	B.4		51	51	1	51	0.08	4.25	0	0	0	0	0.00	4.25	\$54.26	\$230.61
State Agency Directors	Census Follow-up Email 1*	B.6		36	4	1	4	0.03	0.10	32	1	32	0.03	0.80	0.90	\$54.26	\$48.83
State Agency Directors	Census Follow-up Email 2*	B.6		32	4	1	4	0.03	0.10	28	1	28	0.03	0.70	0.80	\$54.26	\$43.41
State Agency Directors	Census Follow-up Email 3*	B.6		28	4	1	4	0.03	0.10	24	1	24	0.03	0.60	0.70	\$54.26	\$37.98
State Agency Directors	Census Follow-up Phone Call 1*	B.8		24	8	1	8	0.03	0.20	16	1	16	0.03	0.40	0.60	\$54.26	\$32.56
State Agency Directors	Census Follow-up Phone Call 2*	B.8		16	8	1	8	0.03	0.20	8	1	8	0.03	0.20	0.40	\$54.26	\$21.70
State Agency Directors	Census Follow-up Phone Call 3*	B.8		8	8	1	8	0.03	0.20	0	0	0	0	0.00	0.20	\$54.26	\$10.85
State Agency Directors	State Agency Survey	B.11		51	51	1	51	1.00	51.00	0	0	0	0.00	0.00	51.00	\$54.26	\$2,767.26
Sub-total for Survey of State Agencies				51	51	4	189	0.32	60.40	36	3	108	0.03	2.70	63.10	\$54.26	\$3,423.81
Sub-total for State Agencies				55	54	4	198	0.35	69.88	37	3	109	0.03	2.78	72.66	\$54.26	\$3,942.53
School Food Authorities																	
Cognitive Pre-Testing																	
SFA Directors	Recruitment Email			7	6	1	6	0.08	0.48	1	1	1	0.08	0.08	0.56	\$26.95	\$15.09
SFA Directors	Recruitment Phone Call			6	6	1	6	0.08	0.48	0	0	0	0	0.00	0.48	\$26.95	\$12.94
SFA Directors	Interviews			6	6	1	6	3.00	18.00	0	0	0	0	0.00	18.00	\$26.95	\$485.10
Sub-total for Cognitive Pre-Testing				7	6	3	18	1.05	18.96	1	1	1	0.08	0.08	19.04	\$26.95	\$513.13
Survey of School Food Authorities																	
SFA Directors	Advance Notice to SFA Directors	B.2, B.2.1, B.2.2, B.2.3		2,520	2,520	1	2,520	0.08	201.60	0	0	0	0	0	201.60	\$26.95	\$5,433.12
SFA Directors	SFA Survey Email Invitation	B.3		2,520	2,520	1	2,520	0.08	201.60	0	0	0	0	0	201.60	\$26.95	\$5,433.12
SFA Directors	Survey Follow-up Email 1^	B.5		1,764	202	1	202	0.03	5.05	1,562	1	1,562	0.03	39.05	44.10	\$26.95	\$1,188.50
SFA Directors	Survey Follow-up Email 2^	B.5		1,562	202	1	202	0.03	5.05	1,360	1	1,360	0.03	34.00	39.05	\$26.95	\$1,052.40
SFA Directors	Survey Follow-up Email 3^	B.5		1,360	202	1	202	0.03	5.05	1,158	1	1,158	0.03	28.95	34.00	\$26.95	\$916.30
SFA Directors	Survey Follow-up Phone Call 1^	B.7		1,158	378	1	378	0.03	9.45	780	1	780	0.03	19.50	28.95	\$26.95	\$780.20
SFA Directors	Survey Follow-up Phone Call 2^	B.7		780	378	1	378	0.03	9.45	402	1	402	0.03	10.05	19.50	\$26.95	\$525.53
SFA Directors	Survey Follow-up Phone Call 3^	B.7		402	378	1	378	0.03	9.45	24	1	24	0.03	0.60	10.05	\$26.95	\$270.85
SFA Directors	SFA Survey	B.12		2,520	2,016	1	2,016	1.00	2,016.00	504	1	504	0.05	25.20	2041.20	\$26.95	\$55,010.34
Sub-total for Survey of School Food Authorities				2,520.00	2,520.00	3.49	8,796.00	0.28	2,462.70	1,764.00	3.28	5,790.00	0.03	157.35	2,620.05	\$26.95	\$70,610.35
Sub-total for School Food Authorities				2,527.00	2,526.00	3.49	8,814.00	0.28	2,481.66	1,765.00	3.28	5,791.00	0.03	157.43	2,639.09	\$26.95	\$71,123.48
Grand Total Reporting Burden				2,582.00	2,580.00	3.49	9,012.00	0.28	2,551.54	1,802.00	3.27	5,900.00	0.03	160.21	2,711.75	-	\$75,066.01
* Assumes 29% of States will respond to the invitation email, leading to 15 responses. Each subsequent follow-up email will yield an 8% response rate and phone call will yield a 15% response rate until all 51 State agencies respond.																	
^ Assumes 11% of sampled SFAs will respond to the invitation email and complete the survey. Each email reminder will result in 8% response. Each subsequent phone call will yield 15% response rate.																	
∇ 36 represents the State Nutrition Agencies that do not respond to the first email invitation and therefore are part of the sample that receives the first follow-up e-mail. This represents the maximum number of unique non-respondents. Similarly, 1,764 represents the unique number of SFA non-respondents to the survey invitation email.																	

Additional Calculations			
	States	SFAs	Total
# Respondents	91	4,291	4,382
Total Responses	307	14,605	14,912

Total Hours	72.66	2,639.09	2,711.75
Small Entities	0	3,690	3824
Electronic Respons	50	1,996	2,046

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Type of Respondent	Data Collection Activity/Instrument	Attachment ID	Hourly Wage	Total Annualized Cost Burden
State Agencies				
Cognitive Pre-Testing				
State Agency Directors	Recruitment Email		\$54.26	\$17.36
State Agency Directors	Recruitment Phone Call		\$54.26	\$13.02
State Agency Directors	Interviews		\$54.26	\$488.34
Sub-total for Cognitive Pre-Testing			\$54.26	\$518.73
Survey				
State Agency Directors	Advance Notice to State Directors	B.1, B.1.1, B.1.2, B.1.3, B.3, B.10	\$54.26	\$230.61
State Agency Directors	State Survey Email Invitation	B.5	\$54.26	\$230.61
State Agency Directors	Census Follow-up Email 1*	B.7	\$54.26	\$48.83
State Agency Directors	Census Follow-up Email 2*	B.7	\$54.26	\$43.41
State Agency Directors	Census Follow-up Email 3*	B.7	\$54.26	\$37.98
State Agency Directors	Census Follow-up Phone Call 1*	B.9	\$54.26	\$32.56
State Agency Directors	Census Follow-up Phone Call 2*	B.9	\$54.26	\$21.70
State Agency Directors	Census Follow-up Phone Call 3*	B.9	\$54.26	\$10.85
State Agency Directors	State Agency Survey	B.12	\$54.26	\$2,767.26
Sub-total for Survey of State Agencies			\$54.26	\$3,423.81
Sub-total for State Agencies			\$54.26	\$3,942.53
School Food Authorities				
Cognitive Pre-Testing				
SFA Directors	Recruitment Email		\$26.95	\$15.09
SFA Directors	Recruitment Phone Call		\$26.95	\$12.94
SFA Directors	Interviews		\$26.95	\$485.10
Sub-total for Cognitive Pre-Testing			\$26.95	\$513.13
Survey				
SFA Directors	Advance Notice to SFA Directors		\$26.95	\$5,433.12
SFA Directors	SFA Survey Email Invitation		\$26.95	\$5,433.12
SFA Directors	Survey Follow-up Email 1^		\$26.95	\$1,188.50
SFA Directors	Survey Follow-up Email 2^		\$26.95	\$1,052.40
SFA Directors	Survey Follow-up Email 3^		\$26.95	\$916.30
SFA Directors	Survey Follow-up Phone Call 1^		\$26.95	\$780.20
SFA Directors	Survey Follow-up Phone Call 2^		\$26.95	\$525.53
SFA Directors	Survey Follow-up Phone Call 3^		\$26.95	\$270.85
SFA Directors	SFA Survey		\$26.95	\$55,010.34
Sub-total for Survey of School Food Authorities			\$26.95	\$70,610.35
Sub-total for School Food Authorities			\$26.95	\$71,123.48
Grand Total Reporting Burden			-	\$75,066.01

Position	Rate
SFA Director	\$26.95
State Director	\$54.26
FNS Senior Analyst (Head Office)	\$42.08
FNS Regional Office Staff	\$42.08