

| Affected Public   | Type of respondents  | Instruments  | Sample Size <sup>a</sup> | Number of respondents | Frequency of response | Total Annual responses | Hours per response | Annual burden (hours) | Number of Non-respondents | Frequency of response | Total Annual responses | Hours per response | Annual burden (hours) | Grand Total Annual Burden Estimate (hours) |
|---|--|--|--------------------------|-----------------------|-----------------------|------------------------|--------------------|-----------------------|---------------------------|-----------------------|------------------------|--------------------|-----------------------|--|
| State Child Nutrition Agency                              | State Director   | Electronic pre-test invitation                                     | 1                        | 1                     | 1                     | 1                      | 0.050              | 0.1                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.1  |
|   |  | Scheduling the pre-test interview                                  | 1                        | 1                     | 1                     | 1                      | 0.167              | 0.2                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.2  |
|   |  | Conducting the pre-test interview                                  | 1                        | 1                     | 1                     | 1                      | 1.000              | 1.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 1.0  |
|   |  | Introductory Electronic Study Notification Letter                  | 50                       | 50                    | 1                     | 50                     | 0.050              | 2.5                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 2.5  |
|   |  | Electronic Study Notification Letter (among selected)              | 4                        | 4                     | 1                     | 4                      | 0.167              | 0.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.7  |
|   |  | Scheduling the pre-visit interview                                 | 4                        | 4                     | 1                     | 4                      | 0.167              | 0.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.7  |
|   |  | Scheduling the on-site in-depth interview                          | 4                        | 4                     | 1                     | 4                      | 0.167              | 0.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.7  |
|   |  | State Child Nutrition Agency Director Pre-visit in-depth interview | 4                        | 4                     | 1                     | 4                      | 0.750              | 3.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 3.0  |
|   |  | State Child Nutrition Agency Director in-depth interview           | 4                        | 4                     | 1                     | 4                      | 0.500              | 2.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 2.0  |
|   | State Child Nutrition Agency Director in-depth interview follow up | 1  | 1                        | 1                     | 1                     | 0.167                  | 0.2                | 0                     | 0                         | 0                     | 0.000                  | 0.0                | 0.2                   |  |
|   | Key Staff  | Electronic pre-test invitation                                     | 3                        | 3                     | 1                     | 3                      | 0.050              | 0.2                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.2  |
|   |  | Scheduling the pre-test interview                                  | 3                        | 3                     | 1                     | 3                      | 0.167              | 0.5                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.5  |
|   |  | Conducting the pre-test interview                                  | 3                        | 3                     | 1                     | 3                      | 1.000              | 3.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 3.0  |
|   |  | Electronic Study Notification Letter                               | 20                       | 20                    | 1                     | 20                     | 0.167              | 3.3                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 3.3  |
|   |  | Scheduling the on-site in-depth interview                          | 20                       | 20                    | 1                     | 20                     | 0.167              | 3.3                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 3.3  |
| State Child Nutrition Agency Key Staff in-depth interview |  | 20   | 20                       | 1                     | 20                    | 1.500                  | 30.0               | 0                     | 0                         | 0                     | 0.000                  | 0.0                | 30.0                  |  |

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|---|---------------------|---|--------------------------|-----------------------|-----------------------|------------------------|--------------------|-----------------------|---------------------------|-----------------------|------------------------|--------------------|-----------------------|--|
|   |                     | State Child Nutrition Agency Key Staff in-depth interview Follow-Up | 5                        | 5                     | 1                     | 5                      | 0.167              | 0.8                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.8  |
| State Supplemental Nutrition Assistance Program (SNAP) Agency | State Director      | Electronic pre-test invitation                                      | 1                        | 1                     | 1                     | 1                      | 0.050              | 0.1                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.1  |
|   |                     | Scheduling the pre-test interview                                   | 1                        | 1                     | 1                     | 1                      | 0.167              | 0.2                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.2  |
|   |                     | Conducting the pre-test interview                                   | 1                        | 1                     | 1                     | 1                      | 1.000              | 1.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 1.0  |
|   |                     | Introductory Electronic Study Notification Letter                   | 50                       | 50                    | 1                     | 50                     | 0.050              | 2.5                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 2.5  |
|   |                     | Electronic Study Notification Letter (among selected)               | 4                        | 4                     | 1                     | 4                      | 0.167              | 0.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.7  |
|   |                     | Scheduling the on-site in-depth interview                           | 4                        | 4                     | 1                     | 4                      | 0.167              | 0.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.7  |
|   |                     | State SNAP Agency Director in-depth interview                       | 4                        | 4                     | 1                     | 4                      | 1.000              | 4.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 4.0  |
|   |                     | State SNAP Agency Director in-depth interview Follow Up             | 1                        | 1                     | 1                     | 1                      | 0.167              | 0.2                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.2  |
|   | Key Staff           | Electronic Study Notification Letter                                | 2                        | 2                     | 1                     | 2                      | 0.167              | 0.3                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.3  |
|   |                     | Scheduling the on-site in-depth interview                           | 2                        | 2                     | 1                     | 2                      | 0.167              | 0.3                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.3  |
| State SNAP Agency Director in-depth interview                 |                     | 2   | 2                        | 1                     | 2                     | 1.000                  | 2.0                | 0                     | 0                         | 0                     | 0.000                  | 0.0                | 2.0                   |  |
| State Government Sub-Total                                    |                     |   | 127                      | 127                   | 1.73                  | 220                    | 0.291              | 63.9                  | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 63.9                                       |
| School Food Authority   | SFA Director        | Electronic pre-test invitation                                      | 1                        | 1                     | 1.00                  | 1                      | 0.050              | 0.1                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.1  |
|   |                     | Scheduling the pre-test interview                                   | 1                        | 1                     | 1.00                  | 1                      | 0.167              | 0.2                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.2  |
|   |                     | Conducting the pre-test interview                                   | 1                        | 1                     | 1.00                  | 1                      | 1.000              | 1.0                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 1.0  |
|   |                     | Electronic Study Notification Letter                                | 47                       | 40                    | 1                     | 40                     | 0.167              | 6.7                   | 7                         | 1                     | 7                      | 0.167              | 1.2                   | 7.9  |
|   |                     | Scheduling the on-site in-depth interview                           | 47                       | 40                    | 1                     | 40                     | 0.167              | 6.7                   | 7                         | 1                     | 7                      | 0.167              | 1.2                   | 7.9  |

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|--|---------------------|--|--------------------------|-----------------------|-----------------------|------------------------|--------------------|-----------------------|---------------------------|-----------------------|------------------------|--------------------|-----------------------|--|
|  |                     | School Food Authority Director in-depth interview (includes consent) | 40                       | 40                    | 1                     | 40                     | 1.500              | 60.0                  | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 60.0                                       |
|  |                     | School Food Authority Director in-depth interview Follow Up          | 10                       | 10                    | 1                     | 10                     | 0.167              | 1.7                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 1.7  |
| School   | Cafeteria Manager   | Electronic pre-test invitation                                       | 3                        | 1                     | 1                     | 1                      | 0.050              | 0.1                   | 2                         | 1                     | 2                      | 0.050              | 0.1                   | 0.2  |
|  |                     | Scheduling the pre-test interview                                    | 3                        | 1                     | 1                     | 1                      | 0.167              | 0.2                   | 2                         | 1                     | 2                      | 0.167              | 0.3                   | 0.5  |
|  |                     | Conducting the pre-test interview                                    | 1                        | 1                     | 1                     | 1                      | 0.750              | 0.8                   | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 0.8  |
|  |                     | Electronic Study Notification Letter                                 | 120                      | 120                   | 1                     | 120                    | 0.167              | 20.0                  | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 20.0                                       |
|  |                     | Scheduling the on-site in-depth interview                            | 120                      | 120                   | 1                     | 120                    | 0.167              | 20.0                  | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 20.0                                       |
|  |                     | School Cafeteria Manager in-depth interview (includes consent)       | 120                      | 120                   | 1                     | 120                    | 1.000              | 120.0                 | 0                         | 0                     | 0                      | 0.000              | 0.0                   | 120.0                                      |
| Local Government Sub-Total   |                     |  | 171                      | 162                   | 3.06                  | 496                    | 0.478              | 237.2                 | 9                         | 2.00                  | 18                     | 0.133              | 2.4                   | 239.6                                      |
| <b>GRAND TOTAL</b>   |                     |  | <b>298</b>               | <b>289</b>            | <b>2.48</b>           | <b>716</b>             | <b>0.421</b>       | <b>301.1</b>          | <b>9</b>                  | <b>2.00</b>           | <b>18</b>              | <b>0.133</b>       | <b>2.4</b>            | <b>303.5</b>                               |
| Notes:   |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
| SFA Director number of non-respondents assumes an eighty five percent response rate              |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
| Based on previous qualitative studies at Westat, we assume a 25% follow up rate with respondents |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
| Footnotes:   |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
| Sample size numbers are rounded to the nearest whole number                                      |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
|  |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
|  |                     |  |                          |                       |                       |                        |                    |                       |                           |                       |                        |                    |                       |  |
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