

Affected Public	Respondent Description	Type of Survey Instrument	Instrument	Sample Size	RESPONDENTS					NON-RESPONDENTS					Grand Total Burden Hours	
					Estimated Number of Respondents	Frequency of Responses (Annually)	Total Annual Responses	Average Time per Response (Hours)	Subtotal Estimated Annual Burden (Hours)	Estimated Number of Non-Respondents	Frequency of Response	Total Annual Responses	Average Time per Response (Hours)	Subtotal Estimated Annual Burden (Hours)		
PRETEST ONLY																
STATE, LOCAL AND TRIBAL GOVERNMENT	Regional Directors	Introductory e-mail	Letter	3	3	1	3	0.0167	0.0501	0	0	0	0.00	0.00	0.0501	
	State administrators	e-mail notification of data collection	Letter	4	4	1	4	0.0334	0.1336	0	0	0	0.00	0.00	0.1336	
	Regional Directors	e-mail notification of data collection	Letter	3	3	1	3	0.0167	0.0501	0	0	0	0.00	0.00	0.0501	
	State administrators	e-mail follow-up	Letter	2	2	1	2	0.0167	0.0334	0	0	0	0.00	0.00	0.0334	
	County/Local SNAP Staff	e-mail follow-up	Letter	1	1	1	1	0.0167	0.0167	0	0	0	0.00	0.00	0.0167	
	State SNAP Staff	Web Survey	Survey	4	3	1	3	2.4170	7.2510	1	1	1	0.0167	0.0167	7.2677	
	County/Local SNAP Staff	Web Survey	Survey	2	2	1	2	1.20	2.40	0	0	0	0.00	0.00	2.40	
	Subtotal Pretest (including feedback survey)				19	18	7	18	0.5519	9.9349	1	1	1	0.0167	0.0167	9.9516
	STATE-ADMINISTERED (includes the District of Columbia)															
	Regional Directors	e-mail	Letter	7	7	1	7	0.0668	0.4676	0	0	0	0.00	0.00	0.4676	
	State administrators	e-mail	Letter	43	43	1	43	0.1336	5.7448	0	0	0	0.00	0.00	5.7448	
	State SNAP Staff (low burden)	Web Survey	Survey	4	4	1	4	0.3340	1.3360	0	0	0	0.00	0.00	1.3360	
	State SNAP Staff (medium burden)	Web Survey	Survey	28	28	1	28	0.5845	16.3660	0	0	0	0.00	0.00	16.3660	
	State SNAP Staff (high burden)	Web Survey	Survey	11	11	1	11	1.00	11.00	0	0	0	0.00	0.00	11.00	
	State administrators	e-mail follow-up	Letter	43	43	1	43	0.0167	0.7181	0	0	0	0.00	0.00	0.7181	
State administrators	Reminder	Phone	20	10	1	10	0.0167	0.1670	0	0	0	0.00	0.00	0.1670		
Subtotal State 43 SNAP Staff administer SNAP at the State level				43	43	1	43	0.8325	35.7995	0	0	0	0.00	0.00	35.7995	
STATES ADMINISTERED SNAP AT COUNTY LEVEL																
State administrators	e-mail	Letter	10	10	1	10	0.1336	1.3360	0	0	0	0.00	0.00	1.3360		
State SNAP Staff Completing for State and County (low burden)	Web Survey	Survey	1	1	1	1	0.50	0.50	0	0	0	0.00	0.00	0.50		

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					Estimated Number of Respondents	Frequency of Responses (Annually)	Total Annual Responses	Average Time per Response (Hours)	Subtotal Estimated Annual Burden (Hours)	Estimated Number of Non-Respondents	Frequency of Response	Total Annual Responses	Average Time per Response (Hours)	Subtotal Estimated Annual Burden (Hours)		
STATE, LOCAL AND TRIBAL GOVERNMENT	State SNAP Staff Completing for State and County (medium burden)	Web Survey	Survey	2	2	1	2	1.00	2.00	0	0	0	0.00	0.00	2.00	
	State SNAP Staff Completing for State and County (high burden)	Web Survey	Survey	2	2	1	2	1.25	2.50	0	0	0	0.00	0.00	2.50	
	State SNAP Staff Completing for State only (low burden)	Web Survey	Survey	1	1	1	1	0.3340	0.3340	0	0	0	0.00	0.00	0.3340	
	State SNAP Staff Completing for State only (medium burden)	Web Survey	Survey	2	2	1	2	0.5845	1.1690	0	0	0	0.00	0.00	1.1690	
	State SNAP Staff Completing for State only (high burden)	Web Survey	Survey	2	2	1	2	1.00	2.00	0	0	0	0.00	0.00	2.00	
	State administrators	e-mail follow-up	Letter	10	10	1	10	0.0167	0.1670	0	0	0	0.00	0.00	0.1670	
	State administrators	Reminder	Phone	5	5	1	5	0.0167	0.0835	0	0	0	0.00	0.00	0.0835	
	10 State Staff administer SNAP at County Level Subtotal				10	10	1	10	0.9839	9.8390	0	0	0	0.00	0.00	9.8390
	GRAND TOTAL OF STATE BURDEN (excludes pretest)				53	53	1	53	0.8611	45.6385	0	0	0	0.00	0.00	45.6385
	SNAP ADMINISTERED AT COUNTY LEVEL															
	County administrators	e-mail	Letter	300	300	1	300	0.1336	40.08	0	0	0	0.00	0.00	40.08	
	County/Local SNAP Staff (low burden)	Web Survey	Survey	60	30	1	30	0.25	7.50	30	1	30	0.10	3.00	10.50	
	County/Local SNAP Staff (medium burden)	Web Survey	Survey	120	60	1	60	0.50	30.00	60	1	60	0.10	6.00	36.00	
	County/Local SNAP Staff (high burden)	Web Survey	Survey	120	60	1	60	0.80	48.00	60	1	60	0.10	6.00	54.00	
	Subtotal State/County/Local SNAP Staff				300	150	1	150	0.8372	125.5800	150	1	150	0.10	15.00	140.58
GRAND TOTAL				372	221	1	221	0.8197	181.1534	151	1	151	0.1167	15.0167	196.1701	