

Supporting Statement for OMB Clearance for the Study of Non-Response to the School Meals Application Verification Process - Appendix 32 - Burden Table

Affected public	Data collection activity	Appendix	Respondents type	Sample size	RESPONDENTS					NON-RESPONDENTS					Grand total annual burden estimate (hours)	Hourly wage rate*	Total annualized cost of respondent burden			
					Estimated number of respondents	Frequency of response	Total annual responses	Average burden hours per response	Total annual burden estimate (hours)	Estimated number of non-respondents	Frequency of response	Total annual responses	Average burden hours per response	Total annual burden estimate (hours)						
Individuals/ households	Household survey pretest	—	Parent/guardian	25	6	1	6	2.75	17.00	19	1	19	0.03	0.57	17.57	\$ 7.25	\$ 127.38			
	Household survey advance letter (English/Spanish)	20 a/b	Parent/guardian	2,056	1,480	1	1,480	0.10	148.00	576	1	576	0.10	57.60	205.60	\$ 7.25	\$ 1,490.60			
	Household survey brochure (English/Spanish)	21 a/b	Parent/guardian			1	1,480	0.10	148.00	576	1	576	0.10	57.60	205.60	\$ 7.25	\$ 1,490.60			
	Household survey frequently asked questions (English/Spanish)	22 a/b	Parent/guardian			1	1,480	0.10	148.00	576	1	576	0.10	57.60	205.60	\$ 7.25	\$ 1,490.60			
	Household survey call script (English/Spanish)	29 a/b	Parent/guardian			1	1,480	0.25	370.00	576	1	576	0.10	57.60	427.60	\$ 7.25	\$ 3,100.10			
	Household survey (English/Spanish)**	12 a/b	Parent/guardian			1	1,480	2.75	4,070.00	0	0	0	0	0.00	4,070.00	\$ 7.25	\$ 29,507.50			
	Household survey door hanger (English/Spanish)	40 a/b	Parent/guardian			1	1,480	0.05	74.00	576	1	576	0.05	28.80	102.80	\$ 7.25	\$ 745.30			
	Household survey thank you letter (English/Spanish)	33 a/b	Parent/guardian			1	1,480	0.05	74.00	0	0	0	0.00	0.00	74.00	\$ 7.25	\$ 536.50			
	Respondent payment log	37	Parent/guardian			1	1,480	0.05	74.00	0	0	0	0.00	0.00	74.00	\$ 7.25	\$ 536.50			
Subtotal individuals/households						2,081	1,486	8	11,846	0.43	5,123.00	595	5	2,899	0.09	259.77	5,382.77		\$ 39,025.08	
State government (CN Directors)	State recruitment letter	39	State/local government	13	13	1	13	0.50	6.50	0	0	0	0.00	0.00	6.50	\$ 43.82	\$ 284.83			
Local government (SFAs)	District data collection pretest	—	State/local government	5	3	1	3	1.50	4.50	2	1	2	0.08	0.16	4.66	\$ 39.34	\$ 183.32			
	District recruitment letter	14	State/local government	25	20	1	20	0.15	3.00	5	1	5	0.15	0.75	3.75	\$ 39.34	\$ 147.53			
	District frequently asked questions	15	State/local government			1	20	0.10	2.00		1	5	0.10	0.50	2.50	\$ 39.34	\$ 98.35			
	District recruitment call script	16	State/local government			1	20	0.50	10.00		1	5	0.50	2.50	12.50	\$ 39.34	\$ 491.75			
	Verification data request advance email	17	State/local government			1	20	0.05	1.00		0	0	0.00	0.00	1.00	\$ 39.34	\$ 39.34			
	Verification data request	10	State/local government	20	20	1	20	0.50	10.00	0	0	0	0.00	0.00	10.00	\$ 39.34	\$ 393.40			
	Verification data request template	18	State/local government			1	20	3.50	70.00		0	0	0.00	0.00	70.00	\$ 39.34	\$ 2,753.80			
	Verification data request pre-visit telephone protocol	35	State/local government			1	7	0.25	1.75		0	0	0.00	0.00	1.75	\$ 39.34	\$ 68.85			
	Verification data request confirmation email	36	State/local government	7	7	1	7	0.10	0.70	0	0	0	0.00	0.00	0.70	\$ 39.34	\$ 27.54			
	Verification data request thank you email	34	State/local government			1	20	0.05	1.00		0	0	0.00	0.00	1.00	\$ 39.34	\$ 39.34			
	Reapplication data request advance email	23	State/local government	20	20	1	20	0.05	1.00	0	0	0	0.00	0.00	1.00	\$ 39.34	\$ 39.34			
	Reapplication data request	13	State/local government			1	20	0.25	5.00		0	0	0.00	0.00	5.00	\$ 39.34	\$ 196.70			
	Reapplication data request template	24	State/local government			1	20	1.00	20.00		0	0	0.00	0.00	20.00	\$ 39.34	\$ 786.80			
	Reapplication data request thank you email	38	State/local government			1	20	0.05	1.00		0	0	0.00	0.00	1.00	\$ 39.34	\$ 39.34			
District interview invitation email	19	State/local government	1			20	0.10	2.00	0		0	0.00	0.00	2.00	\$ 39.34	\$ 78.68				
District interview	11	State/local government	1			20	0.33	6.60	0		0	0.00	0.00	6.60	\$ 39.34	\$ 259.64				
Local government (police)	Police letter	41 a/b	State/local government			20	20	1	20		0.10	2.00	0	0	0	0.00	0.00	2.00	\$ 30.15	\$ 60.30
Subtotal state and local government						63	56	5.54	310		0.48	148.05	7	2.43	17	0.23	3.91	151.96		\$ 5,988.85
Grand total***				2,144	1,542	7.88	12,156	0.43	5,271.05	602	5	2,916	0.09	263.68	5,534.73		\$ 45,013.93			

* Hourly rates for State, and SFA staff based on May 2016 National Industry-Specific Occupational Employment and Wage Estimates (U.S. Department of Labor, Bureau of Labor Statistics)

For State government staff: NAICS 999200: State Government (11-9030)

For SFA Directors: NAICS 611000: Educational Services (11-9039)

For local police: NAICS 999300: Local Government (33-3050)

For households: \$7.25/hour Federal minimum wage

** The total burden estimate for households includes 45 minutes for the household survey, and two hours to gather income documentation.

***Totals may not add up due to rounding.