



Food and Nutrition Service

3101 Park Center Drive

Alexandria, VA 22302-1500

TO: Cortney Higgins
OMB Desk Officer

THROUGH: Rachelle Ragland-Greene **rg**
Information Collection Officer, Planning and Regulatory Affairs, Food and Nutrition Service

FROM: Lael Lubing
Director, Grants and Fiscal Policy Division
Food and Nutrition Service

SUBJECT: Request for Approval to Add Grant to OMB Control No: 0584-0512

The Uniform Grant Application for Non-Entitlement Discretionary Grants, OMB Number 0584-0512 allows the Food and Nutrition Service to add programs to the list of approved programs that use this generic clearance process periodically, provided that approval is obtained in advance.

The Food and Nutrition Service (FNS) is requesting OMB approval to add the grant information collection: Fiscal Year 2018 Farm to School Grant Program Request for Applications & The Farm to School Grant Program Application Cover Sheet to the list of approved grants. FNS intends to award grants to schools, school districts, non-profits, Indian Tribal Organizations, agricultural producers and State and local agencies to develop, implement, and evaluate robust farm to school projects in accordance with the mandate set forth Section 18 of the Healthy Hunger-Free Kids Act of 2010. We are requesting to use a total of **63,900 burden hours** spread across 3 years for a total annual burden of 21,300 hours. We are also requesting to use **6,765 total responses**; this reflects a total annual response of 2,255 responses of the currently approved 150,000 hours and 30,000 responses for Indian Tribal Organizations, non-profits, State and local agencies and Business to respond to the Request for Applications to operate these grants.

Out of the 21,300 overall annual burden hours (11,700 reporting annual burden hours are for States and 9,600 reporting total burden hours are for Business). Since burden hours are already approved under other OMB Control Numbers for Standard Forms [see Supporting Statement (aka common forms)] we are only accounting for the number of times (frequency) we expect respondents to submit these forms Out of the 30,000 responses approved this collection request 2,255 total annual responses (1,635 total annual responses are for State Agencies and 620 are for Business).

| | Approved | Currently Available | Requested for use with this IC (3 year approval) | Difference (Remaining) |
|---------------------|----------|---------------------|--|------------------------|
| Burden Hours | 150,000 | 108,696 | 63,900 | 44,796 |
| Responses | 30,000 | 20,149 | 6,765 | 13,384 |

If you have any questions or require any additional information, please give me a call at 703.305-2586.