

Appendix A6: Burden Table		Appendix A6. Burden Table															
Respondent Type	Respondent Description	Type of Survey Instrument	Appendices	Sample Size	Number of Respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Number of Non-respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Total Burden Hours	Hourly Rate	Total Annualized Cost
State SNAP Director Agency Directors (a)	Email requesting SNAP Administrative Data	B1	24	12	1.0	12	0.0334	0.4008	12	1.0	12	0.0167	0.2004	0.60	43.82	26.34	
	Reminder Email Requesting SNAP Administrative Data	B2	12	12	1.0	12	0.0334	0.4008	0	1.0	0	0.0167	0.0000	0.40	43.82	17.56	
	Submit SNAP Administrative Data		24	20	1.0	20	1.0000	20.0000	4	1.0	4	0.0167	0.0668	20.07	43.82	879.33	
	Thank you Email Upon Receipt of SNAP Administrative Data	B3	20	20	1.0	20	0.0167	0.3340	0	1.0	0	0.0167	0.0000	0.33	43.82	14.64	
State CN SFSP and SSO Agency Directors (a)	Email Requesting SFSP and SSO Site and Sponsor List(s)*	C1	26	13	3.0	39	0.0334	1.3026	13	3.0	39	0.0167	0.6513	1.95	43.82	85.62	
	Reminder Email Requesting SFSP and SSO Site and Sponsor List*	C2	13	13	3.0	39	0.0334	1.3026	0	3.0	0	0.0167	0.0000	1.30	43.82	57.08	
	Submit SFSP and SSO Site and Sponsor List*		22	22	3.0	66	0.5000	33.0000	0	3.0	0	0.0167	0.0000	33.00	43.82	1446.06	
	Thank You Email Upon Receipt of the SFSP and SSO Site and Sponsor List(s)*	C3	22	22	3.0	66	0.0167	1.1022	0	3.0	0	0.0167	0.0000	1.10	43.82	48.30	
	Email Notification to State Agencies of Sampled Sites/Sponsors*	C4	22	22	2.0	44	0.0501	2.2044	0	2.0	0	0.0167	0.0000	2.20	43.82	96.60	
SUBTOTAL OF STATE SNAP DIRECTORS & CN DIRECTORS				50	42	7.57	318	0.1819	57.8430	8	6.9	55	0.0167	0.9185	58.76		2671.53
CN SFSP and SSO Sponsors (b)	Sponsor Informational Email from FNS	D1	431	348	1	348	0.0835	29.0580	83	1.0	83	0.0167	1.3828	30.44	40.29	1226.46	
	Email with Link to Site Operations Survey	D2	431	348	1	348	0.0835	29.0580	83	1	83	0.0167	1.3828	30.44	40.29	1226.46	
	Reminder Email to Complete the Site Operations Survey	D3	215	172	1	172	0.0835	14.3887	43	1	43	0.0167	0.7194	15.11	40.29	608.71	
	Telephone Script for Survey Completion for Nonrespondents	D4	86	43	1	43	0.0835	3.5972	43	1	43	0.0167	0.7194	4.32	40.29	173.92	
	Site Operations Survey	D5	431	348	1	348	0.2500	87.0000	83	1	83	0.0167	1.3828	88.38	40.29	3560.94	
	Email with Link to Informational Study Recording and Request to Email Sites	D6	331	165	1	165	0.0167	2.7605	165	1	165	0.0167	2.7605	5.52	40.29	222.44	
	Study Email from Sponsors to Site Supervisors	D7	331	331	1	331	0.0167	5.5210	0	1	0	0.0167	0.0000	5.52	40.29	222.44	
	Informational Study Recording For Sponsors	D8	331	165	1	165	0.1670	27.6051	165	1	165	0.0167	2.7605	30.37	40.29	1223.43	
	Reminder Email with Link to Informational Study Recording for Sponsors	D9	165	99	1	99	0.0167	1.6563	66	1	66	0.0167	1.1042	2.76	40.29	111.22	
	Telephone Script to Complete Informational Study Recording for Sponsors	D10	66	33	1	33	0.1670	5.5210	33	1	33	0.0167	0.5521	6.07	40.29	244.69	
	Email with Link to Sponsor or Site Supervisor Survey	D11	331	165	1	165	0.0167	2.7605	165	1	165	0.0167	2.7605	5.52	40.29	222.44	
	Reminder Email with Link to Sponsor or Site Supervisor Survey	D12	165	132	1	132	0.0167	2.2084	33	1	33	0.0167	0.5521	2.76	40.29	111.22	
	Sponsor Survey	D13	331	289	1	289	0.3340	96.3924	42	1	42	0.0167	0.7014	97.09	40.29	3911.91	
	Telephone Script to Complete Sponsor or Site Supervisor Survey	D14	66	33	1	33	0.0501	1.6563	33	1	33	0.0167	0.5521	2.21	40.29	88.98	
	Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D15	17	9	1	9	0.0501	0.4305	9	1	9	0.0167	0.1435	0.57	40.29	23.13	
	Reminder Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D16	9	7	1	7	0.0501	0.3444	2	1	2	0.0167	0.0287	0.37	40.29	15.03	
	Email with Confirmation of Key Informant Interview (Current Sponsors and Sites)	D17	14	11	1	11	0.0167	0.1837	3	1	3	0.0167	0.0459	0.23	40.29	9.25	
Sponsor Key Informant Interview Discussion Guide**	D21	22	22	1	22	1.0000	22.0000	0	1	0	0.0167	0.0000	22.00	40.29	886.38		
Study Thank you Email (Current Sponsors and Sites)	D23	289	289	1	289	0.0167	4.8196	0	1	0	0.0167	0.0000	4.82	40.29	194.18		

Respondent Type	Respondent Description	Type of Survey Instrument	Appendices	Sample Size	Number of Respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Number of Non-respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Total Burden Hours	Hourly Rate	Total Annualized Cost
State and Local Government	Study Brochure		D25	331	331	1	331	0.0501	16.5631	0	1	0	0.0167	0.0000	16.56	40.29	667.33
	Menu Planning Survey***		F1	220	192	1.9	366	0.3340	122.0970	28	1.9	53	0.0167	0.8884	122.99	40.29	4955.08
	Email with Link to Menu Planning Survey and Request for Site Menus***		F2	220	110	1.9	209	0.0835	17.4832	110	1.9	209	0.0167	3.4966	20.98	40.29	845.28
	Submit Site Menus**			220	192	3.8	731	1.0000	731.1200	28	3.8	106	0.0167	1.7769	732.90	40.29	29528.42
	Reminder Email to Complete Menu Planning Survey and Submit First Week of Site Menus***		F3	110	88	1.9	168	0.0501	8.3920	22	1.9	42	0.0167	0.6993	9.09	40.29	366.29
	Telephone Script to Complete Menu Planning Survey and Submit First Week of Site Menus***		F4	44	22	1.9	42	0.0835	3.4966	22	1.9	42	0.0167	0.6993	4.20	40.29	169.06
	Email with Reminder of Upcoming Second Week of Site Menus***		F5	220	110	1.9	209	0.0835	17.4832	110	1.9	209	0.0167	3.4966	20.98	40.29	845.28
	Reminder Email to Submit Second Week of Site Menus***		F6	110	88	1.9	168	0.0501	8.3920	22	1.9	42	0.0167	0.6993	9.09	40.29	366.29
	Telephone Script to Complete Second Week of Site Menus***		F7	44	22	1.9	42	0.0835	3.4966	22	1.9	42	0.0167	0.6993	4.20	40.29	169.06
	Email to Submit the Site Menu Follow-Up Report***		F8	220	110	3.8	419	0.0835	34.9665	110	3.8	419	0.0167	6.9933	41.96	40.29	1690.56
	Site Menu Follow-Up Report***		F9	220	192	3.8	731	0.5000	365.5600	28	3.8	106	0.0167	1.7769	367.34	40.29	14800.00
Reminder Email to Submit the Site Menu Follow-Up Report***		F10	110	88	3.8	335	0.0167	5.5946	22	3.8	84	0.0167	1.3987	6.99	40.29	281.76	
Telephone Call to Complete Site Menu Follow-Up Report***		F11	44	22	3.8	84	0.0835	6.9933	22	3.8	84	0.0167	1.3987	8.39	40.29	338.11	
SUBTOTAL OF CN SFSP and SSO SPONSORS				431	348	19.7	6843	0.2453	1678.5999	83	30.06	2489	0.0167	41.5722	1720.17		69305.73
CN SFSP and SSO Former Sponsors (b)	Email Invitation for Key Informant Interview (Former Sponsors)		D18	18	9	1	9	0.0501	0.4509	9	1	9	0.0167	0.1503	0.60	40.29	24.22
	Reminder Email Invitation for Key Informant Interview (Former Sponsors)		D19	9	7	1	7	0.0501	0.3607	2	1	1.8	0.0167	0.0301	0.39	40.29	15.74
	Confirmation Email For Key Informant Interview Former Sponsors)		D20	9	8	1	8	0.0167	0.1336	1	1	1	0.0167	0.0167	0.15	40.29	6.06
	Former Sponsor Key Informant Interview Discussion Guide		D22	8	8	1	8	0.5000	4.0000	0	1	0	0.0167	0.0000	4.00	40.29	161.16
	Study Thank you Email (Former Sponsors)		D24	8	8	1	8	0.0167	0.1336	0	1	0	0.0167	0.0000	0.13	40.29	5.38
	Study Brochure		D25	18	14	1	14	0.0501	0.7214	4	1	3.6	0.0167	0.0601	0.78	40.29	31.49
SUBTOTAL OF CN SFSP AND SSO FORMER SPONSORS				18	9	6.07	55	0.1062	5.8003	9	1.71	15.4	0.0167	0.2572	6.06		244.05
	Study Email from Sponsors to Site Supervisors		D7	643	643	1	643	0.0167	10.7414	0	1	0	0.0167	0.0000	10.74	29.88	320.95
	Email With Link to Informational Study Recording for Site Supervisors		E1	643	322	1	321.6	0.0167	5.3707	322	1	321.6	0.0167	5.3707	10.74	29.88	320.95
	Informational Study Recording for Site Supervisors		E2	643	515	1	514.56	0.1670	85.9315	129	1	128.64	0.0167	2.1483	88.08	29.88	2631.82
	Reminder Email with Link to Informational Study Recording for Site Supervisors		E3	322	257	1	257.28	0.0167	4.2966	64	1	64.32	0.0167	1.0741	5.37	29.88	160.48
	Telephone Script to Complete Informational Study Recording for Site Supervisors		E4	129	64	1	64.32	0.1670	10.7414	64	1	64.32	0.0167	1.0741	11.82	29.88	353.05
	Email Requesting Roster of Children for Closed Sites		E5	108	54	1	54	0.0501	2.7054	54	1	54	0.0167	0.9018	3.61	29.88	107.78
	Reminder Email Requesting the Roster		E6	54	43	1	43.2	0.0167	0.7214	11	1	10.8	0.0167	0.1804	0.90	29.88	26.95
	Telephone Script to Request the Roster		E7	22	11	1	10.8	0.0501	0.5411	11	1	10.8	0.0167	0.1804	0.72	29.88	21.56
	Roster of Closed Site Participants			108	108	1	108	0.2500	27.0000	0	1	0	0.0167	0.0000	27.00	29.88	806.76
	Letter to Site Supervisors for Caregiver Survey Distribution		E8	515	515	1	514.56	0.0501	25.7795	0	1	0	0.0501	0.0000	25.78	29.88	770.29

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SFSP and SSO Site Supervisors (c)	Email with Link to Sponsor or Site Supervisor Survey	D11	643	322	1	321.6	0.1670	53.7072	322	1	321.6	0.0167	5.3707	59.08	29.88	1765.25	
	Reminder Email with Link to Sponsor or Site Supervisor Survey	D12	322	257	1	257.28	0.0167	4.2966	64	1	64.32	0.0167	1.0741	5.37	29.88	160.48	
	Site Supervisor Survey	E9	643	450	1	450	0.3340	150.3000	193	1	193.2	0.0167	3.2264	153.53	29.88	4587.37	
	Telephone Script to Complete Sponsor or Site Supervisor Survey	D14	129	64	1	64.32	0.0835	5.3707	64	1	64.32	0.0167	1.0741	6.44	29.88	192.57	
	Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D15	17	9	1	8.59375	0.0501	0.4305	9	1	8.59375	0.0167	0.1435	0.57	29.88	17.15	
	Reminder Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D16	9	7	1	6.875	0.0501	0.3444	2	1	1.71875	0.0167	0.0287	0.37	29.88	11.15	
	Email with Confirmation of Key Informant Interview (Current Sponsors and Sites)	D17	14	11	1	11	0.0167	0.1837	3	1	2.75	0.0167	0.0459	0.23	29.88	6.86	
	Site Supervisor Key Informant Interview Discussion Guide**	E10	22	22	1	22	1.0000	22.0000	0	1	0	0.0167	0.0000	22.00	29.88	657.36	
	Study Thank you Email (Current Sponsors and Sites)	D23	450	450	1	450	0.0167	7.5150	0	1	0	0.0167	0.0000	7.52	29.88	224.55	
	Study Brochure	D25	643	643	1	643.2	0.0501	32.2243	0	1	0	0.0167	0.0000	32.22	29.88	962.86	
	Menu Planning Survey	F1	214	150	1	150	0.3340	50.1000	64	1	64.4	0.0167	1.0755	51.18	29.88	1529.12	
	Email with Link to Menu Planning Survey and Request for Site Menus	F2	214	107	1	107.2	0.0835	8.9512	107	1	107.2	0.0167	1.7902	10.74	29.88	320.95	
	Submit Site Menus		214	150	2	300	1.0000	300.0000	64	2	128.8	0.0167	2.1510	302.15	29.88	9028.27	
	Reminder Email to Complete Menu Planning Survey and Submit First Week of Site Menus	F3	107	86	1	85.76	0.0501	4.2966	21	1	21.44	0.0167	0.3580	4.65	29.88	139.08	
	Telephone Script to Complete Menu Planning Survey and Submit First Week of Site Menus	F4	43	21	1	21.44	0.0835	1.7902	21	1	21.44	0.0167	0.3580	2.15	29.88	64.19	
	Email with Reminder of Upcoming Second Week of Site Menus	F5	214	107	1	107.2	0.0835	8.9512	107	1	107.2	0.0167	1.7902	10.74	29.88	320.95	
	Reminder Email to Submit Second Week of Site Menus	F6	107	86	1	85.76	0.0835	7.1610	21	1	21.44	0.0167	0.3580	7.52	29.88	224.67	
	Telephone Script to Complete Second Week of Site Menus	F7	43	21	1	21.44	0.0835	1.7902	21	1	21.44	0.0167	0.3580	2.15	29.88	64.19	
	Email to Submit the Site Menu Follow-Up Report	F8	214	107	1	107.2	0.0835	8.9512	107	1	107.2	0.0167	1.7902	10.74	29.88	320.95	
	Site Menu Follow-Up Report	F9	214	150	1	150	0.5000	75.0000	64	1	64.4	0.0167	1.0755	76.08	29.88	2273.14	
	Reminder Email to Submit the Site Menu Follow-Up Report	F10	107	86	1	85.76	0.0167	1.4322	21	1	21.44	0.0167	0.3580	1.79	29.88	53.49	
Telephone Call to Complete Site Menu Follow-Up Report	F11	43	21	1	21.44	0.0835	1.7902	21	1	21.44	0.0167	0.3580	2.15	29.88	64.19		
SUBTOTAL OF CN SFSP AND SSO SITE SUPERVISORS				643	450	13.355	6010	0.1532	920.4156	193	10.45	2019	0.0167	33.7143	954.13		28509.40
GRAND TOTAL OF STATE/LOCAL GOVERNMENT				1,142	849	15.58	13,225	0.2013	2,663	293	15.63	4,579	0	76	2739.12	0	100,731
	Sponsor Informational Email from FNS	D1	287	287	1.0	287	0.0835	23.9812	0	1.0	0	0.0167	0.0000	23.98	35.13	842.46	
	Email with Link to Site Operations Survey	D2	287	232	1	232	0.0835	19.3720	55	1	55	0.0167	0.9218	20.29	35.13	712.92	
	Reminder Email to Complete the Site Operations Survey	D3	144	115	1	115	0.0835	9.5925	29	1	29	0.0167	0.4796	10.07	35.13	353.83	
	Telephone Script for Survey Completion for Nonrespondents	D4	57	29	1	29	0.0835	2.3981	29	1	29	0.0167	0.4796	2.88	35.13	101.10	
	Site Operations Survey	D5	220	192	1	192	0.2500	48.1000	28	1	28	0.0167	0.4676	48.57	35.13	1706.18	
	Email with Link to Informational Study Recording and Request to Email Sites	D6	220	110	1	110	0.0167	1.8403	110	1	110	0.0167	1.8403	3.68	35.13	129.30	
	Study Email from Sponsors to Site Supervisors	D7	220	220	1	220	0.0167	3.6807	0	1	0	0.0167	0.0000	3.68	35.13	129.30	

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Nonprofit Organizations	CN SFSP Sponsors (d)	Informational Study Recording For Sponsors	D8	220	110	1	110	0.1670	18.4034	110	1	110	0.0167	1.8403	20.24	35.13	711.16
		Reminder Email with Link to Informational Study Recording for Sponsors	D9	110	66	1	66	0.0167	1.1042	44	1	44	0.0167	0.7361	1.84	35.13	64.65
		Telephone Script to Complete Informational Study Recording for Sponsors	D10	44	22	1	22	0.1670	3.6807	22	1	22	0.0167	0.3681	4.05	35.13	142.23
		Email with Link to Sponsor or Site Supervisor Survey	D11	220	110	1	110	0.0167	1.8403	110	1	110	0.0167	1.8403	3.68	35.13	129.30
		Reminder Email with Link to Sponsor or Site Supervisor Survey	D12	110	88	1	88	0.0167	1.4723	22	1	22	0.0167	0.3681	1.84	35.13	64.65
		Sponsor Survey	D13	220	192	1	192	0.3340	64.2616	28	1	28	0.0167	0.4676	64.73	35.13	2273.94
		Telephone Script to Complete Sponsor or Site Supervisor Survey	D14	44	22	1	22	0.0501	1.1042	22	1	22		0.0000	1.10	35.13	38.79
		Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D15	12	6	1	6	0.0501	0.2947	6	1	6	0.0167	0.0982	0.39	35.13	13.80
		Reminder Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D16	6	5	1	5	0.0501	0.2358	1	1	1	0.0167	0.0196	0.26	35.13	8.97
		Email with Confirmation of Key Informant Interview (Current Sponsors and Sites)	D17	9	8	1	8	0.0167	0.1336	1	1	1	0.0167	0.0236	0.16	35.13	5.52
		Sponsor Key Informant Interview Discussion Guide**	D21	16	16	1	16	1.0000	16.0000	0	1	0	0.0167	0.0000	16.00	35.13	562.08
		Study Thank you Email (Current Sponsors and Sites)	D23	192	192	1	192	0.0167	3.2131	0	1	0	0.0167	0.0000	3.21	35.13	112.88
		Study Brochure	D25	220	220	1	220	0.0501	11.0420	0	1	0	0.0167	0.0000	11.04	35.13	387.91
		Menu Planning Survey***	F1	147	128	1.9	244	0.3340	81.3980	19	1.9	35	0.0167	0.5923	81.99	35.13	2880.32
		Email with Link to Menu Planning Survey and Request for Site Menus***	F2	220	110	1.9	209	0.0835	17.4832	110	1.9	209	0.0167	3.4966	20.98	35.13	737.02
		Submit Site Menus***		147	128	3.8	487	1.0000	487.4133	19	3.8	71	0.0167	1.1846	488.60	35.13	17164.44
		Reminder Email to Complete Menu Planning Survey and Submit First Week of Site Menus***	F3	110	88	1.9	168	0.0501	8.3920	22	1.9	42	0.0167	0.6993	9.09	35.13	319.38
		Telephone Script to Complete Menu Planning Survey and Submit First Week of Site Menus***	F4	44	22	1.9	42	0.0835	3.4966	22	1.9	42	0.0167	0.6993	4.20	35.13	147.40
		Email with Reminder of Upcoming Second Week of Site Menus***	F5	220	110	1.9	209	0.0835	17.4832	110	1.9	209	0.0167	3.4966	20.98	35.13	737.02
		Reminder Email to Submit Second Week of Site Menus***	F6	110	88	1.9	168	0.0501	8.3920	22	1.9	42	0.0167	0.6993	9.09	35.13	319.38
		Telephone Script to Complete Second Week of Site Menus***	F7	44	22	1.9	42	0.0835	3.4966	22	1.9	42	0.0167	0.6993	4.20	35.13	147.40
		Email to Submit the Site Menu Follow-Up Report***	F8	220	110	3.8	419	0.0835	34.9665	110	3.8	419	0.0167	6.9933	41.96	35.13	1474.05
		Site Menu Follow-Up Report***	F9	220	128	3.8	487	0.5000	243.7067	92	3.8	350	0.0167	5.8468	249.55	35.13	8766.81
		Reminder Email to Submit the Site Menu Follow-Up Report***	F10	110	88	3.8	335	0.0167	5.5946	22	3.8	84	0.0167	1.3987	6.99	35.13	245.67
		Telephone Call to Complete Site Menu Follow-Up Report***	F11	44	22	3.8	84	0.0835	6.9933	22	3.8	84	0.0167	1.3987	8.39	35.13	294.81
		SUBTOTAL OF CN SFSP SPONSORS				287	232	22.1	5138	0.2239	1150.5668	55	40.71	2247	0.0165361918257	37.1559	1187.72
Nonprofit Organizations	CN SFSP Former Sponsors (d)	Email Invitation for Key Informant Interview (Former Sponsors)	D18	18	9	1	9	0.0501	0.4509	9	1	9	0.0167	0.1503	0.60	35.13	21.12
		Reminder Email Invitation for Key Informant Interview (Former Sponsors)	D19	9	7	1	7	0.0501	0.3607	2	1	1.8	0.0167	0.0301	0.39	35.13	13.73
		Confirmation Email For Key Informant Interview Former Sponsors)	D20	7	7	1	7	0.0167	0.1179	0	1	0	0.0167	0.0000	0.12	35.13	4.14

Respondent Type	Respondent Description	Type of Survey Instrument	Appendices	Sample Size	Number of Respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Number of Non-respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response	Sub-Total Annual Burden	Total Burden Hours	Hourly Rate	Total Annualized Cost
		Former Sponsor Key Informant Interview Discussion Guide	D22	6	6	1	6	0.5000	3.0000	0	1	0	0.0167	0.0000	3.00	35.13	105.39
		Study Thank you Email (Former Sponsors)	D24	6	6	1	6	0.0167	0.1002	0	1	0	0.0167	0.0000	0.10	35.13	3.52
		Study Brochure	D25	18	14	1	14	0.0501	0.7214	4	1	3.6	0.0167	0.0601	0.78	35.13	27.46
		SUBTOTAL OF CN SFSP FORMER SPONSORS		18	9	5.52	50	0.0957	4.7511	9	1.6	14.4	0.0167	0.2405	4.99		175.36
CN SFSP Site Supervisors (e)		Study Email from Sponsors to Site Supervisors	D7	429	429	1	429	0.0957	41.0257	0	1	0	0.0167	0.0000	41.03	26.30	1078.98
		Email With Link to Informational Study Recording for Site Supervisors	E1	429	214	1	214.4	0.0167	3.5805	214	1	214.4	0.0167	3.5805	7.16	26.30	188.33
		Informational Study Recording for Site Supervisors	E2	429	343	1	343.04	0.1670	57.2877	86	1	85.76	0.0167	1.4322	58.72	26.30	1544.33
		Reminder Email with Link to Informational Study Recording for Site Supervisors	E3	214	172	1	171.52	0.0167	2.8644	43	1	42.88	0.0167	0.7161	3.58	26.30	94.17
		Telephone Script to Complete Informational Study Recording for Site Supervisors	E4	86	43	1	42.88	0.1670	7.1610	43	1	42.88	0.0167	0.7161	7.88	26.30	207.17
		Email Requesting Roster of Children for Closed Sites	E5	72	36	1	36	0.0501	1.8036	36	1	36	0.0167	0.6012	2.40	26.30	63.25
		Reminder Email Requesting the Roster	E6	36	29	1	28.8	0.0167	0.4810	7	1	7.2	0.0167	0.1202	0.60	26.30	15.81
		Telephone Script to Request the Roster	E7	14	7	1	7.2	0.0501	0.3607	7	1	7.2	0.0167	0.1202	0.48	26.30	12.65
		Roster of Closed Site Participants		72	72	1	72	0.2500	18.0000	0	1	0	0.0167	0.0000	18.00	26.30	473.40
		Letter to Site Supervisors for Caregiver Survey Distribution	E8	343	343	1	343.04	0.0501	17.1863	0	1	0	0.0501	0.0000	17.19	26.30	452.00
		Email with Link to Sponsor or Site Supervisor Survey	D11	429	214	1	214.4	0.1670	35.8048	214	1	214.4	0.0167	3.5805	39.39	26.30	1035.83
		Reminder Email with Link to Sponsor or Site Supervisor Survey	D12	214	172	1	171.52	0.0167	2.8644	43	1	42.88	0.0167	0.7161	3.58	26.30	94.17
		Site Supervisor Survey	E9	429	300	1	300	0.3340	100.2000	129	1	128.8	0.0167	2.1510	102.35	26.30	2691.83
		Telephone Script to Complete Sponsor or Site Supervisor Survey	D14	86	43	1	42.88	0.0835	3.5805	43	1	42.88	0.0167	0.7161	4.30	26.30	113.00
		Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D15	12	6	1	5.8823529411765	0.0501	0.2947	6	1	5.8823529411765	0.0167	0.0982	0.39	26.30	10.33
		Reminder Email Invitation for Key Informant Interview (Current Sponsors and Sites)	D16	6	5	1	4.7058823529412	0.0501	0.2358	1	1	1.1764705882353	0.0167	0.0196	0.26	26.30	6.72
		Email with Confirmation of Key Informant Interview (Current Sponsors and Sites)	D17	9	8	1	8	0.0167	0.1336	1	1	1.4117647058824	0.0167	0.0236	0.16	26.30	4.13
		Site Supervisor Key Informant Interview Discussion Guide	E10	16	16	1	16	1.0000	16.0000	0	1	0	0.0167	0.0000	16.00	26.30	420.80
		Study Thank you Email (Current Sponsors and Sites)*	D23	300	300	1	300	0.0167	5.0100	0	1	0	0.0167	0.0000	5.01	26.30	131.76
		Study Brochure	D25	12	12	1	11.764705882353	0.0501	0.5894	0	1	0	0.0167	0.0000	0.59	26.30	15.50
		Menu Planning Survey	F1	143	100	1	100	0.3340	33.4000	43	1	42.933333333333	0.0167	0.7170	34.12	26.30	897.28
		Email with Link to Menu Planning Survey and Request for Site Menus	F2	143	71	1	71.466666666667	0.0835	5.9675	71	1	71.466666666667	0.0167	1.1935	7.16	26.30	188.33
		Submit Site Menus		143	100	2	200	0.3340	66.8000	43	2	85.866666666667	0.0167	1.4340	68.23	26.30	1794.55
		Reminder Email to Complete Menu Planning Survey and Submit First Week of Site Menus	F3	71	57	1	57.173333333333	0.0501	2.8644	14	1	14.293333333333	0.0167	0.2387	3.10	26.30	81.61
	Telephone Script to Complete Menu Planning Survey and Submit First Week of Site Menus	F4	29	14	1	14.293333333333	0.0835	1.1935	14	1	14.293333333333	0.0167	0.2387	1.43	26.30	37.67	
	Email with Reminder of Upcoming Second Week of Site Menus	F5	143	71	1	71.466666666667	0.0835	5.9675	71	1	71.466666666667	0.0167	1.1935	7.16	26.30	188.33	
	Reminder Email to Submit Second Week of Site Menus	F6	71	57	1	57.173333333333	0.0835	4.7740	14	1	14.293333333333	0.0167	0.2387	5.01	26.30	131.83	

RESPONDENT TYPE	START SAMPLE	END SAMPLE
State SNAP agency	24	20
State CN agency	26	22

State sites/SSO	643	450
Nonprofit sites	429	300
TOTAL ELIGIBLE AND RESPONDING SAMPLE	1072	750

State sponsors/SSO	431	348
State sponsors /SSO	331	289
Nonprofit sponsors/SSO	287	232
Nonprofit sponsors	220	192
TOTAL STARTING AND RESPONDING SAMPLE	718	580
TOTAL SPONSORS ELIGIBLE AND RESPONDING	551	481

Onsite participant survey	3800	1350
SNAP/Postal Screener	112,965	22918
SNAP/Postal Survey	8756	5450
TOTAL CAREGIVER SURVEY	12556	6800
Key informant interviews		
State Site	17	14
State site	14	11
State Sponsors	17	14
State sponsors	14	11
Nonprofit Site	12	9
Nonprofit site	9	8
Nonprofit Sponsors	12	9
Nonprofit sponsors	9	8
State former sponsors	18	9
State former sponsors	9	8
Nonprofit former sponsors	18	7
Nonprofit former sponsors	7	6
Caregivers invited and accepted	80	60
caregivers accepted and participated	60	48

Request Roster	180	180
State/Local	108	108
Nonprofit	72	72

Start/end criteria

ASSUMPTIONS

	4 REFUSAL
	NO REFUSAL

Eligible/complete	
Eligible/complete	
ELIGIBLE/COMPLETE	State:Nonprofit 60:40

Sampled/responding	
Eligible/complete	
Sampled/responding	
Eligible/complete	
SAMPLED/ELIGIBLE	
ELIGIBLE/COMPLETE	

sample/complete	
Start/screen complete - eligible and ineligible	TOTAL completes
Sampled eligible/complete	6800
start/end sample	
Invited/accepted	
accepted/participated	
Invited/accepted	
accepted/participated	
Invited/accepted	
accepted/participated	
Invited/accepted	
Invited/accepted	
Invited/accepted	
Accepted/participated	
Invited/accepted	
Accepted/participated	

Hourly Rate		\$
STATE	State SNAP Agency Director	43.82
	State CN SFSP and SSO Agency Director	43.82
	CN SFSP and SSO Sponsors	40.29
	CN SFSP and SSO Former Sponsors	40.29
	CN SFSP and SSO Site supervisors	29.88
NONPROFIT	CN SFSP and SSO Sponsors	35.13
	CN SFSP and SSO Former Sponsors	35.13
	CN SFSP and SSO Site supervisors	26.3
Households	parents	7.25

sites by Su

	Invited	Completed	
Caregiver participants		2379	1650
Caregiver nonparticipants		8898	5150

MENU SURVEY

	state/local government	Nonprofit
Ratio of Site:Sponsor	1.9	1.9
1/3 sites invited to do menu survey	214	143
# sites where sponsor is invited to do menu survey	429	286
# sponsors invited to do survey	220	147
# sites doing menu survey	150	100
# sites where sponsor does menu survey	300	200
# sponsors doing menu survey	192	128

urvey respondent

Respondent Type	Respondent Description	Sample Size	Response	
			Number of Respondents	Frequency of Response (Annual)
State and Local Government	State SNAP and CN Directors	50	42	7.571
	CN SFSP and SSO Sponsors	431	348	19.662
	CN SFSP and SSO Former Sponsors	18	9	6.067
	CN SFSP and SSO Site Supervisors	643	450	13.355
	Subtotal	1,142	849	15.577
Nonprofit Organizations	CN SFSP SPONSORS	287	232	22.146
	CN SFSP FORMER SPONSORS	18	9	5.518
	CN SFSP SITE SUPERVISORS	429	300	11.972
	Subtotal	734	541	16.228
Individuals and Households	PARENTS/CAREGIVERS and children/teens*	116,765	24,568	9.397
TOTAL		118,641	25,958	9.741

¹Expected response rates are as follows: States and sponsors: 83%; sites: 70%; caregivers: 16.7%. See table B1-1 in SSB for details.

* 112,965 parents/caregivers are invited to complete the household screener; 8,756 eligible parents/caregivers will be mailed the screener.

Respondents		Nonrespondents				Total Burden Hours	Total Annualized Cost
Total Annual Responses	Average Hours per Response	Number of Non-respondents	Frequency of Response (Annual)	Total Annual Responses	Average Hours per Response		
318	0.1819	8	6.875	55	0.01670	58.76	\$ 2,672
6,843	0.2453	83	30.065	2,489	0.01670	1,720.17	\$ 69,306
55	0.1062	9	1.711	15	0.01670	6.06	\$ 244
6,010	0.1532	193	10.449	2,019	0.01670	954.13	\$ 28,509
13,225	0.2013	293	15.627	4,579	0.01670	2,739.12	\$ 100,731
5,138	0.2239	55	40.706	2,247	0.01654	1,187.72	\$ 41,725
50	0.0957	9	1.600	14	0.01670	4.99	\$ 175
3,592	0.1377	129	10.448	1,346	0.01670	517.21	\$ 13,603
8,779	0.1880	193	18.689	3,607	0.01660	1,709.93	\$ 55,503
230,855	0.0715	92,197	1.792	165,224	0.01670	19,262.94	\$ 139,656
252,858	0.0823	92,683	1.871	173,410	0.01670	23,712	\$ 295,890

etails.

the survey; 6,800 parents/caregivers will complete the survey.