

Respondent Category	Type of respondents	OMB Appendix Number	Instruments	Sample Size*	Responsive					Non-Responsive					Grand Total Annual Burden Estimate (hours)	Hourly Rate	Total Annualized Cost
					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)			
State Child Nutrition (CN) Agency	State Director	B1	Recruitment Email for Cognitive Test of Survey	3	3	1	2	0.0501	0.1	0	0	0	0.000	0.0	0.1	44.89	4.50
		B3	Cognitive Test of the State Director Survey	3	3	1	3	1.5000	4.5	0	0	0	0.000	0.0	4.5	44.89	202.01
		C2	Study Notification Email from FNS to State CN Directors	51	51	1	51	0.0501	2.6	0	0	0	0.000	0.0	2.6	44.89	114.70
		D1	Email with Link to State Director Survey	51	51	1	51	0.0501	2.6	0	0	0	0.000	0.0	2.6	44.89	114.70
		D2	Reminder Email to Complete State Director Survey #1	40	40	1	40	0.0167	0.7	0	0	0	0.000	0.0	0.7	44.89	29.99
		D2	Reminder Email to Complete State Director Survey #2	30	30	1	30	0.0167	0.5	0	0	0	0.000	0.0	0.5	44.89	22.49
		D2	Reminder Email to Complete State Director Survey #3	20	20	1	20	0.0167	0.3	0	0	0	0.000	0.0	0.3	44.89	14.99
		D2	Reminder Email to Complete State Director Survey #4	10	10	1	10	0.0167	0.2	0	0	0	0.000	0.0	0.2	44.89	7.50
		D3	Telephone Script for Nonrespondent State Directors	5	5	1	5	0.0835	0.4	0	0	0	0.000	0.0	0.4	44.89	18.74
		D4	State Director Survey	51	51	1	51	1.0000	51.0	0	0	0	0.000	0.0	51.0	44.89	2,289.39
		D6	Thank You Email to State Directors	51	51	1	51	0.0167	0.9	0	0	0	0.000	0.0	0.9	44.89	38.23
		E1	Email to Notify State Agencies of Selected LEAs	25	25	1	25	0.0501	1.3	0	0	0	0.000	0.0	1.3	44.89	56.22
	N/A	State Agency Sends Email to Selected LEAs	35	35	1	35	0.1670	5.8	0	0	0	0.000	0.0	5.8	44.89	262.38	
	State Key Staff	D4	State Director Survey	51	51	1	51	1.0000	51.0	0	0	0	0.000	0.0	51.0	44.89	2,289.39
State Government Sub-Total				105	105	4.05	425	0.2865	121.7	0	0.00	0	0.0000	0.0	121.7		5,465.23
	LEA Director	B2	Recruitment Email for Cognitive Test of Interview Guide	4	3	1	3	0.0501	0.2	1	1	1	0.1670	0.2	0.3	41.51	13.17
		B3	Cognitive Test of the LEA Interview Guide	3	3	1	3	1.5000	4.5	0	0	0	0.000	0.0	4.5	41.51	186.80
		E2 / E3	State Agency Email to Selected LEAs	35	35	1	35	0.0501	1.8	0	0	0	0.0000	0.0	1.8	41.51	72.79
		E4	Email to Schedule LEA Telephone Interviews and FAQs	35	30	1	30	0.1670	5.0	5	1	5	0.1670	0.8	5.8	41.51	242.63
		E5	Reminder Email to Schedule LEA Telephone Interviews	20	20	1	20	0.0501	1.0	0	0	0	0.000	0.0	1.0	41.51	41.59
		E6	Confirmation Email for LEA Telephone Interviews	30	30	1	30	0.0167	0.5	0	0	0	0.000	0.0	0.5	41.51	20.80
		E7	LEA Interview Guide (includes consent)	30	30	1	30	1.5000	45.0	0	0	0	0.0000	0.0	45.0	41.51	1,867.95
		E8	Thank You Email to LEAs for Interview (Interview-only LEAs)	10	10	1	10	0.0167	0.2	0	0	0	0.0000	0.0	0.2	41.51	6.93
		N/A	LEA Director to send relevant IRA policy/procedure documents	30	30	1	30	0.2500	7.5	0	0	0	0.0000	0.0	7.5	41.51	311.33
		E9	Email to Schedule LEA Calls on Household Applications (Interview and Application LEAs)	20	20	1	20	0.0835	1.7	0	0	0	0.0000	0.0	1.7	41.51	69.32
		E10	Reminder Email to Schedule LEA Calls on Household Applications	10	10	1	10	0.0501	0.5	0	0	0	0.000	0.0	0.5	41.51	20.80

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Local Education Agency (LEA)		E11	Confirmation Email for LEA Calls on Household Applications	20	20	1	20	0.0167	0.3	0	0	0	0.0000	0.0	0.3	41.51	13.86
		E12	Guide for Telephone Calls on Collection of Household Applications	20	20	2	40	0.5000	20.0	0	0	0	0.0000	0.0	20.0	41.51	830.20
		E13	Email to LEAs with Procedures to Submit Household Applications	20	20	1	20	0.0835	1.7	0	0	0	0.0000	0.0	1.7	41.51	69.32
		E14	Thank You Email to LEAs for Household Applications (Interview and Application LEAs)	20	20	1	20	0.0167	0.3	0	0	0	0.0000	0.0	0.3	41.51	13.86
	LEA Key Staff	E6	Confirmation Email for LEA Telephone Interviews	60	60	1	60	0.0167	1.0	0	0	0	0.0000	0.0	1.0	41.51	41.59
		E7	LEA Interview (includes consent)	60	60	1	60	1.5000	90.0	0	0	0	0.0000	0.0	90.0	41.51	3,735.90
		E8	Thank You Email to LEAs for Interview (Interview-only LEAs)	20	20	1	20	0.0167	0.3	0	0	0	0.0000	0.0	0.3	41.51	13.86
		E9	Email to Schedule LEA Calls on Household Applications (Interview and Application LEAs)	40	40	1	40	0.0835	3.3	0	0	0	0.0000	0.0	3.3	41.51	138.64
		E10	Reminder Email to Schedule LEA Calls on Household Applications	20	20	1	20	0.0501	1.0	0	0	0	0.0000	0.0	1.0	41.51	41.59
		E11	Confirmation Email for LEA Calls on Household Applications	40	40	1	40	0.0167	0.7	0	0	0	0.0000	0.0	0.7	41.51	27.73
		E12	Guide for Telephone Calls on Collection of Household Applications	40	40	2	80	0.5000	40.0	0	0	0	0.0000	0.0	40.0	41.51	1,660.40
		E13	Email to LEAs with Procedures to Submit Household Applications	40	40	1	40	0.0835	3.3	0	0	0	0.0000	0.0	3.3	41.51	138.64
		N/A	Collection and Transmission of Sample of Household Applications	40	40	1	40	2.0000	80.0	0	0	0	0.0000	0.0	80.0	41.51	3,320.80
		E14	Thank You Email to LEAs for Household Applications (Interview and Application LEAs)	40	40	1	40	0.0167	0.7	0	0	0	0.0000	0.0	0.7	41.51	27.73
Local Government Sub-Total				99	93	8.18	761	0.4079	310.4	6	1.00	6	0.1670	1.0	311.4		12,928.2
TOTAL				204	198	5.99	1,186	0.3644	432.2	6	1.00	6	0.1670	1.0	433.2		18,393.5
Footnotes:																	
Annual burden hours are rounded to the nearest tenth.																	