

Appendix G1. Estimates of Respondent Burden

Affected Public	Respondent Type	Data Collection Activity	Appendix	Original Sample Size	Responsive					Non-Responsive					Estimated Total Annual Hour Burden	Hourly Wage Rate	Total Annualized Cost of Respondent Burden		
					Estimated Number of Respondents	Frequency of Response	Estimated Total Annual Responses	Hours Per Response	Estimated Annual Burden (Hours)	Estimated Number of Non-Respondents	Frequency of Response	Estimated Total Annual Non-Responses	Hours Per Non-Response	Estimated Annual Burden (Hours)					
State Government	State Agencies	Email Notification from Regional Offices to State Child Nutrition Directors	A2	51	51	1	51	0.05	2.55	0	0	0	0.00	0.00	2.55	\$ 44.89	\$114.47		
		Email Notification to State Child Nutrition Directors	A3	51	51	1	51	0.05	2.55	0	0	0	0.00	0.00	2.55	\$ 44.89	\$114.47		
Local Government	SFA Directors	Pretesting (Web Survey)	-	9	9	1	9	2.00	18.00	0	0	0	0.00	0.00	18.00	\$ 46.44	\$835.92		
		Pretesting (In-Depth Interview)	-	8	8	1	8	2.00	16.00	0	0	0	0.00	0.00	16.00	\$ 46.44	\$743.04		
		Email Notification to School Food Authority Directors	A4	700	560	1	560	0.05	28.00	140	1	140	0.02	2.80	30.80	\$ 46.44	\$1,430.35		
		SFA Procurement Practices Web Survey (Data Collection)	D1	700	560	1	560	1.50	840.00	140	1	140	0.04	5.60	845.60	\$ 46.44	\$39,269.66		
		Pre-Survey Notification Letter (Web Survey)	C1.a	700	350	1	350	0.07	24.50	350	1	350	0.04	14.00	38.50	\$ 46.44	\$1,787.94		
		Survey Notification Email (Web Survey with Link)	C1.b	700	350	1	350	0.05	17.50	350	1	350	0.03	10.50	28.00	\$ 46.44	\$1,300.32		
		Survey Reminder Email 1 (Web Survey with Link)	C1.c	350	103	1	103	0.05	5.15	247	1	247	0.03	7.41	12.56	\$ 46.44	\$583.27		
		Survey Reminder Email 2 (Web Survey with Link)	C1.d	247	72	1	72	0.05	3.60	175	1	175	0.03	5.25	8.85	\$ 46.44	\$411.00		
		SFA Director Telephone Reminder Script (Web Survey)	C1.e	175	35	1	35	0.08	2.80	140	1	140	0.01	1.40	4.20	\$ 46.44	\$195.26		
		Study of School Food Authority (SFA) Procurement Practices: Frequently Asked Questions – Web Survey and In-Depth Interview	B1	700	448	1	448	0.08	35.84	252	1	252	0.04	10.08	45.92	\$ 46.44	\$2,132.52		
		Post-Survey Response Clarification Email (Web Survey)	C2.a	56	45	1	45	0.05	2.25	11	1	11	0.02	0.22	2.47	\$ 46.44	\$114.71		
		Post-Survey Response Clarification Phone Call Script (Web Survey)	C2.b	11	9	1	9	0.08	0.72	2	1	2	0.04	0.08	0.80	\$ 46.44	\$37.14		
		Post-Survey Thank You Email (Web Survey)	C3	560	560	1	560	0.05	28.00	0	0	0	0.01	0.00	28.00	\$ 46.44	\$1,300.33		
		SFA Procurement Practices In-Depth Interview Guide (Data Collection)	D2	125	100	1	100	1.50	150.00	25	1	25	0.04	1.00	151.00	\$ 46.44	\$7,012.46		
		Pre-Interview Notification Letter (In-Depth Interview)	C4.a	125	100	1	100	0.07	7.00	25	1	25	0.04	1.00	8.00	\$ 46.44	\$371.52		
		Study of School Food Authority (SFA) Procurement Practices: Frequently Asked Questions – In-Depth Interview	B2	125	80	1	80	0.08	6.40	45	1	45	0.01	0.45	6.85	\$ 46.44	\$318.13		
		Pre-Interview Scheduling Phone Call Script (In-Depth Interview), first attempt	C4.b	125	75	1	75	0.07	5.25	50	1	50	0.01	0.50	5.75	\$ 46.44	\$267.03		
		Pre-Interview Reminder Email (In-Depth Interview)	C4.c	50	17	1	17	0.05	0.85	33	1	33	0.02	0.66	1.51	\$ 46.44	\$70.13		
		Pre-Interview Scheduling Phone Call Script (In-Depth Interview), second attempt	C4.b	33	8	1	8	0.07	0.56	25	1	25	0.01	0.25	0.81	\$ 46.44	\$37.61		
		Participant Confirmation Email (In-Depth Interview)	C4.d	100	100	1	100	0.05	5.00	0	0	0	0.00	0.00	5.00	\$ 46.44	\$232.21		
		Post-Interview Response Clarification Email (In-Depth Interview)	C5.a	10	8	1	8	0.05	0.40	2	1	2	0.01	0.02	0.42	\$ 46.44	\$19.51		
		Post-Interview Response Clarification Phone Call Script (In-Depth Interview)	C5.b	2	1	1	1	0.08	0.08	1	1	1	0.04	0.04	0.12	\$ 46.44	\$5.58		
		Thank You Email for Participation in Study	E	100	80	1	80	0.05	4.00	20	1	20	0.01	0.20	4.20	\$ 46.44	\$195.05		
		Total Burden (State/Local Government only)			Total	760	620	6.10	3,779	0.32	1,207.01	140	14.53	2,034	0.03	61.46	1,268.47	-	\$58,899.70

Note: The 8 IDI pretesters were a subset of the 9 survey pretesters.

Note: For the total in the column labeled "Estimated number of non-respondents," only those who will never respond are included in the total.