

Appendix S: Total Public Burden Hours and Respondent Costs: Excel

Respondent Category	Type of respondents	Instruments and Activities	Appendix	Sample Size	Responsive					Non-Responsive					Grand Total Annual Burden Estimate (hours)	Hourly Wage Rate	Total Annualized Cost of Respondent Burden
					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, Local, and Tribal government																	
State Government	State SNAP Staff	Pre-test	R	2.0	2.0	1.0	2.0	1.3	2.5	0.0	0.0	0.0	0.0	0.0	2.50	\$ 57.65	\$ 144
	State SNAP Staff	Advance materials and preparation, including all conference and scheduling calls	C, I, C, 2	6.0	6.0	1.0	6.0	1.2	7.4	0.0	0.0	0.0	0.0	0.0	7.40	\$ 57.65	\$ 427
	State SNAP Staff	In-person semi-structured interviews with SNAP Directors and E&T Managers	E	12.0	12.0	1.0	12.0	1.0	12.0	0.0	0.0	0.0	0.0	0.0	12.00	\$ 57.65	\$ 692
	Subtotal for State SNAP Staff				12.0	12.0	1.7	20.0	1.1	21.9	0.0	0.0	0.0	0.0	21.90		\$ 1,263
	State Database administrator	Pre-test	R	1.0	1.0	1.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	0.0	1.00	\$ 42.81	\$ 43
	State Database administrator	Advance materials and preparation, including consultative data call	L	6.0	6.0	1.0	6.0	3.0	18.0	0.0	0.0	0.0	0.0	0.0	18.00	\$ 42.81	\$ 771
	State Database administrator	Submit test file	L	6.0	6.0	1.0	6.0	4.0	24.0	0.0	0.0	0.0	0.0	0.0	24.00	\$ 42.81	\$ 1,027
	State Database Administrator	Submit administrative data file	L	6.0	6.0	1.0	6.0	4.7	28.2	0.0	0.0	0.0	0.0	0.0	28.20	\$ 42.81	\$ 1,207
	Subtotal for State Database Administrator				6.0	6.0	3.2	19.0	3.7	71.2	0.0	0.0	0.0	0.0	71.20		\$ 3,048
	State E&T Provider	Advance materials and preparation	NA	9.0	6.0	1.0	6.0	0.55	3.3	3.0	1.0	3.0	0.05	0.2	3.45	\$ 33.31	\$ 115
	State E&T Provider	In-person semi-structured interviews with 3 E&T provider staff in 6 States	K	18.0	18.0	1.0	18.0	1.0	18.0	0.0	0.0	0.0	0.0	0.0	18.00	\$ 33.31	\$ 600
	State E&T Provider	Observations of Intake Process	I, J	6.0	6.0	1.0	6.0	1.0	6.0	0.0	0.0	0.0	0.0	0.0	6.00	\$ 33.31	\$ 200
	State E&T Provider Database administrator	Advance materials and preparation	L	2.0	2.0	1.0	2.0	2.0	4.0	0.0	0.0	0.0	0.0	0.0	4.00	\$ 42.81	\$ 171
	State E&T Provider Database administrator	Submit administrative data file	L	2.0	2.0	1.0	2.0	4.5	9.0	0.0	0.0	0.0	0.0	0.0	9.00	\$ 42.81	\$ 385
	Subtotal for State E&T Provider				29.0	26.0	1.3	34.0	1.2	40.3	3.0	1.0	3.0	0.05	0.2	40.45	
Local Government	Local SNAP Office Staff	Pre-test	R	2.0	2.0	1.0	2.0	1.00	2.0	0.0	0.0	0.0	0.0	0.0	2.00	\$ 21.53	\$ 43
	Local SNAP Office Staff	Advance materials and preparation	NA	12.0	12.0	1.0	12.0	0.55	6.6	0.0	0.0	0.0	0.0	0.0	6.60	\$ 21.53	\$ 142
	Local SNAP Office staff	In-person semi-structured interviews with 3 staff in 2 sites over 6 States	F, G	36.0	36.0	1.0	36.0	1.00	36.0	0.0	0.0	0.0	0.0	0.0	36.00	\$ 21.53	\$ 775
	Local SNAP Office staff	Group mapping exercise with 5 local staff in 2 sites over 6 States	H	60.0	60.0	1.0	60.0	1.50	90.0	0.0	0.0	0.0	0.0	0.0	90.00	\$ 21.53	\$ 1,938
	Local SNAP Office staff	Observations of Intake Process	I, J	12.0	12.0	1.0	12.0	1.00	12.0	0.0	0.0	0.0	0.0	0.0	12.00	\$ 21.53	\$ 258
Subtotal for Local office				72.0	72.0	1.7	122.0	1.2	146.6	0.0	0.0	0.0	0.0	146.60		\$ 3,156	
State/Local/Tribal Government Sub-Total				119.0	116.0	1.7	195.0	1.4	280.0	3.0	1.0	3.0	0.05	0.2	280.15		\$ 8,938
Business or Other For Profit																	
Business or Other For Profit	E&T Provider	Advance materials and preparation	NA	9.0	6.0	1.0	6.0	0.55	3.3	3.0	1.0	3.0	0.05	0.2	3.45	\$ 33.31	\$ 115
	E&T Provider	In-person semi-structured interviews with 3 E&T provider staff in 6 states	K	18.0	18.0	1.0	18.0	1.0	18.0	0.0	0.0	0.0	0.0	0.0	18.00	\$ 33.31	\$ 600
	Business E&T Provider Database administrator	Advance materials and preparation	L	2.0	2.0	1.0	2.0	2.0	4.0	0.0	0.0	0.0	0.0	0.0	4.00	\$ 42.81	\$ 171
	Business E&T Provider Database administrator	Submit administrative data file	L	2.0	2.0	1.0	2.0	4.5	9.0	0.0	0.0	0.0	0.0	0.0	9.00	\$ 42.81	\$ 385
	Business E&T Provider Database administrator	Observations of Intake Process	I, J	6.0	6.0	1.0	6.0	1.0	6.0	0.0	0.0	0.0	0.0	0.0	6.00	\$ 42.81	\$ 257
Business or Other For Profit Sub-Total				29.0	26.0	1.3	34.0	1.2	40.3	3.0	1.0	3.0	0.05	0.2	40.45		\$ 1,528
Not for Profit																	
Not For Profit	E&T Provider	Pretest	R	2.0	2.0	1.0	2.0	1.00	2.0	0.0	0.0	0.0	0.00	0.0	2.00	\$ 33.31	\$ 67
	E&T Provider	Advance materials and preparation	NA	9.0	6.0	1.0	6.0	0.55	3.3	3.0	1.0	3.0	0.05	0.2	3.45	\$ 33.31	\$ 115
	E&T Provider	In-person semi-structured interviews with 3 E&T provider staff in 6 states	K	18.0	18.0	1.0	18.0	1.0	18.0	0.0	0.0	0.0	0.0	0.0	18.00	\$ 33.31	\$ 600
	Not for Profit E&T Provider Database administrator	Advance materials and preparation	L	2.0	2.0	1.0	2.0	2.0	4.0	0.0	0.0	0.0	0.0	0.0	4.00	\$ 42.81	\$ 171
	Not for Profit E&T Provider Database administrator	Submit administrative data file	L	2.0	2.0	1.0	2.0	4.5	9.0	0.0	0.0	0.0	0.0	0.0	9.00	\$ 42.81	\$ 385
Not for Profit E&T Provider Database administrator	Observations of Intake Process	I, J	6.0	6.0	1.0	6.0	1.0	6.0	0.0	0.0	0.0	0.0	0.0	6.00	\$ 42.81	\$ 257	
Not For Profit Sub-Total				29.0	26.0	1.4	36.0	1.2	42.3	3.0	1.0	3.0	0.05	0.2	42.45		\$ 1,595
Individuals																	
Individuals	SNAP participants	Observations of Intake Process	I, J	30.0	30.0	1.0	30.0	1.0	30.0	0.0	0.0	0.0	0.00	0.0	30.00	\$ 7.25	\$ 218
SNAP Participant Sub-Total				30.0	30.0	1.0	30.0	1.0	30.0	0.0	0.0	0.0	0.00	0.0	30.00		\$ 218
TOTAL				207.0	198.0	1.5	295.0	1.3	392.6	9.0	1.0	9.0	0.05	0.45	393.05		\$12,278

** Sources: Bureau of Labor Statistics; May 2017 National Occupational Employment and Wage Estimates; https://www.bls.gov/oes/2017/may/oes_nat.htm
 US Department of Labor, Wage and Hour Division; Minimum Wage; <https://www.dol.gov/WHd/minimumwage.htm>
 State SNAP Staff: average hourly earnings of workers in Management Occupations (11-0000): \$57.65
 State and E&T Database administrators: Average hourly earnings of Database Administrators (15-1414): \$42.81
 E&T Provider staff: Average hourly earnings of Social and Community Service Managers (11-9151): \$33.31
 Local SNAP Office staff: Average hourly earnings of Community and Social Service Specialists (21-10099): \$21.53
 Individuals/SNAP Participants: Federal minimum wage rate (\$7.25)

Burden Table - 60-day notice

Respondent	Estimated Number of respondents	Responses Annually per Respondent	Total Annual responses	Estimated Average Number of Hours per Response	Estimated Total Hours
State SNAP Staff	2	1	2	1	2.0
State SNAP Staff	6	1	6	0.05	0.3
State SNAP Staff	6	1	6	0.08	0.5
State SNAP Staff	6	1	6	0.05	0.3
State SNAP Staff	6	1	6	0.5	3
State SNAP Staff	6	1	6	0.05	0.3
State SNAP Staff	12	1	12	1	12
State SNAP Staff	12	1	12	0.03	0.4
Total State SNAP Staff	14	1	56	0.336	18.8
State Database Administrator	1	1	1	1	1

Burden Table - 60-day notice

State Database administrator	6	1	6	1	6
State Database Administrator	6	1	6	1	6
State Database Administrator	6	1	6	4	24
State Database Administrator	6	1	6	1	6
State Database Administrator	6	1	6	4	24
State Database Administrator	4	1	4	1	4
Total State Database Administrator	7	1	35	2.029	71.0
State E&T Provider	6	1	6	0.05	0.3
State E&T Provider	18	1	18	1	18

Burden Table - 60-day notice

State E&T Provider	18	1	18	0.03	0.6
State E&T Provider Database administrator	2	1	2	1	2
State E&T Provider Database administrator	2	1	2	1	2
State E&T Provider Database administrator	2	1	2	4	8
State E&T Provider Database administrator	2	1	2	1	2
Total State E&T Provider staff	20	1	50	0.658	32.9
Local SNAP Office staff	2	1	2	1	2
Local SNAP Office Staff	12	1	12	0.05	0.6
Local SNAP Office staff	36	1	36	1.00	36
Local SNAP Office staff	36	1	36	0.03	1
Local SNAP Office staff	60	1	60	0.05	3
Local SNAP Office staff	60	1	60	1.50	90

Burden Table - 60-day notice

Total Local Staff	62	1	206	0.645	132.8
Grand total State and local staff	103	1	347	0.736	256

E&T Provider	2	1	2	1	2
E&T Provider	18	1	18	0.05	0.9
E&T Provider	18	1	18	1	18
E&T Provider	18	1	18	0.03	0.6
Business E&T Provider Database administrator	1	1	1	2.00	2
Business E&T Provider Database administrator	2	1	2	1	2
Business E&T Provider Database administrator	2	1	2	0.5	1
Business E&T Provider Database administrator	2	1	2	3	6
Business E&T Provider Database administrator	1	1	1	1	1
Total Business for profit E&T Staff	23	1	64	0.523	33.5

E&T Provider	18	1	18	0.05	0.9
E&T Provider	18	1	18	1	18
E&T Provider	18	1	18	0.03	0.6
Not for Profit E&T Provider Database administrator	2	1	2	1	2
Not for Profit E&T Provider Database administrator	2	1	2	0.5	1
Not for Profit E&T Provider Database administrator	2	1	2	3	6
Not for Profit E&T Provider Database administrator	1	1	1	1	1
Total Not for profit E&T staff	20	1	61	0.48	29.5
GRAND TOTAL	146	3.233	472	0.6748	318.5