ATTACHMENT x.2

Estimates of respondent burden

Exhibit 1: Estimates of Respondent Burden

|  |  |  | **RESPONDENTS** |  |  |  |  | **NON-RESPONDENTS** |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Affected public** | **Respondents type** | **Instrument** | **Sample size** | **Estimated number of respondents** | **Frequency of response** | **Total responses** | **Average time per response (hours)** | **Total Estimated annual burden (hours)** | **Estimated number of non-respondents** | **Frequency of response** | **Total responses** | **Average time per response (hours)** | **Total Estimated annual burden (hours)** | **Grand Total burden estimate** | **Hourly Wage rate\*\*** | **Estimate Total Annual Cost to Respondents** |
| **Individuals/households** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Individuals | Participant | Registration\* Document  | 0 | 0 | 1 | 0 | 0.20 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Consent Document | 0 | 0 | 1 | 0 | 0.05 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Pretest | 0 | 0 | 1 | 0 | 0.66 | 0.00  | 0 | 0 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Welcome Packet and Study Brochure | 0 | 0 | 1 | 0 | 0.05 | 0.00  | 0 | 0 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Seasonal Postcard | 0 | 0 | 1 | 0 | 0.0167 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Survey Advance Letter (12-mon follow-up) | 0 | 0 | 1 | 0 | 0.033 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Survey Reminder Letter (12-mon follow-up) | 0 | 0 | 1 | 0 | 0.033 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Survey Reminder Postcard (12-mon follow-up) | 0 | 0 | 1 | 0 | 0.0167 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Survey Refusal Letter (12-mon follow-up) | 0 | 0 | 1 | 0 | 0.033 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Telephone survey (12-mon follow-up) | 0 | 0 | 1 | 0 | 0.53 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Seasonal Postcard | 18,240 | 11,090 | 1 | 11,090 | 0.0167 | 185.20  | 7,150 | 1 | 7,150 | 0.05 | 357.50 | 542.70 | $7.25  | $3,934.60  |
|  | Participant | Survey Advance Letter (36-mon follow-up) | 18,240 | 11,090 | 1 | 11,090 | 0.03 | 365.97  | 7,150 | 1 | 7,150 | 0.05 | 357.50 | 723.47 | $7.25  | $5,245.16  |
|  | Participant | Survey Reminder Letter (36-mon follow-up) | 9,120 | 5,545 | 1 | 5,545 | 0.03 | 182.99  | 3,575 | 1 | 3,575 | 0.05 | 178.75 | 361.74 | $7.25  | $2,622.58  |
|  | Participant | Survey Reminder Postcard (36-mon follow-up) | 9,120 | 5,545 | 1 | 5,545 | 0.02 | 92.60  | 3,575 | 1 | 3,575 | 0.05 | 178.75 | 271.35 | $7.25  | $1,967.30  |
|  | Participant | Survey Refusal Letter (36-mon follow-up) | 2,736 | 1,642 | 1 | 1,642 | 0.03 | 54.19  | 1,094 | 1 | 1,094 | 0.05 | 54.70 | 108.89 | $7.25  | $789.42  |
|  | Participant | Telephone survey (36-mon follow-up) | 18,240 | 11,090 | 1 | 11,090 | 0.53 | 5,877.70  | 7,150 | 1 | 7,150 | 0.05 | 357.50 | 6,235.20 | $7.25  | $45,205.20  |
|  | Participant | Focus Group Recruitment Guide | 0 | 0 | 1 | 0 | 0.17 | 0.00  | 0 | 1 | 0 | 0.08 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Focus Group Confirmation Letter | 0 | 0 | 1 | 0 | 0.03 | 0.00  | 0 | 1 | 0 | 0.08 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Focus Group & Information Survey | 0 | 0 | 1 | 0 | 1.58 | 0.00  |  | 1 | 0 | 0.08 | 0.00 | 0.00 | $7.25  | $0.00  |
|  | Participant | Case Study | 0 | 0 | 1 | 0 | 1.67 | 0.00  |  | 1 | 0 | 0.08 | 0.00 | 0.00 | $7.25  | $0.00  |
| **Subtotal of unique individuals/households** |  18,240  |  11,090  | 4.14806 |  46,002  | 0.15 |  6,759  |  7,150  | - |  29,694  | - |  1,485  |  8,243  |  - |  59,764  |
| **State, local, and Tribal government** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| State, local, and Tribal government | State, local, or Tribal agency director/manager | In-person interview (round 1) and Cost/benefit interivews | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | State, local, or Tribal agency director/manager | In-person interview (round 2) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | State, local, or Tribal agency direct service staff | In-person interview (round 3) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $23.10 | $0.00  |
|  | State, local, or Tribal agency direct service staff | Case Study | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $23.10 | $0.00  |
|  | State, local, or Tribal agency direct service staff | Provide documents for review | 10 | 10 | 4 | 40 | 0.25 | 10.00  | 0 | 0 | 0 | 0 | 0.00 | 10.00 | $23.10 | $231.00  |
|  | State, local, or Tribal agency direct service staff | Complete MOU | 10 | 10 | 1 | 10 | 1.00 | 10.00  | 0 | 0 | 0 | 0 | 0.00 | 10.00 | $23.10 | $231.00  |
|  | State, local, or Tribal agency director/manager | Provide wage data | 10 | 10 | 5 | 50 | 2.50 | 125.00  | 0 | 0 | 0 | 0 | 0.00 | 125.00 | $57.65 | $7,206.25  |
|  | State, local, or Tribal agency director/manager | Provide SNAP/Medicaid/TANF data | 10 | 10 | 20 | 200 | 2.50 | 500.00  | 0 | 0 | 0 | 0 | 0.00 | 500.00 | $57.65 | $28,825.00  |
|  | State, local, or Tribal agency director/manager | Provide entry effects data | 10 | 10 | 2 | 20 | 2.50 | 50.00  | 0 | 0 | 0 | 0 | 0.00 | 50.00 | $57.65 | $2,882.50  |
|  | State, local, or Tribal agency director/manager | Cost/benefit interviews (after visit 1) | 10 | 10 | 19 | 190 | 1.00 | 190.00  | 0 | 0 | 0 | 0 | 0.00 | 190.00 | $57.65 | $10,953.50  |
|  | State, local, or Tribal agency director/manager | Provide cost data | 10 | 10 | 11 | 110 | 2.00 | 220.00  | 0 | 0 | 0 | 0 | 0.00 | 220.00 | $57.65 | $12,683.00  |
| **Subtotal unique State, local, and Tribal government** | **190**  | **190**  |  20  |  20  | 31.00 | 620 | 1.78 | 1,105.00 | 0 | - | 0 | - | 0.00 | 1,105.00 |
| **Business for-not-for profit** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Private sector | Private sector for-profit business director/manager | In-person interview (round 1) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | Private sector for-profit business director/manager | In-person interview (round 2) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | Private sector for-profit business director/manager | In-person interview (round 3) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | Private sector for-profit business director/manager | Case Study | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $57.65 | $0.00  |
|  | Private sector for-profit business director/manager | Provide administrative data | 50 | 50 | 12 | 600 | 4.00 | 2,400.00  | 0 | 0 | 0 | 0 | 0.00 | 2,400.00 | $57.65 | $138,360.00  |
|  | Private sector for-profit business director/manager | Cost/benefit interviews | 100 | 100 | 20 | 2,000 | 0.50 | 1,000.00  | 0 | 0 | 0 | 0 | 0.00 | 1,000.00 | $57.65 | $57,650.00  |
|  | Private sector for-profit business director/manager | Provide cost data | 10 | 100 | 11 | 1,100 | 1.00 | 1,100.00  | 0 | 0 | 0 | 0 | 0.00 | 1,100.00 | $57.65 | $63,415.00  |
|  | Private sector for-profit direct service staff | Time Use Survey Initial Email | 80 | 80 | 3 | 240 | 0.02 | 4.01  | 0 | 0 | 0 | 0 | 0.00 | 4.01 | $21.53 | $86.29  |
|  | Private sector for-profit direct service staff | Time Use Survey Reminder Letter | 40 | 40 | 3 | 120 | 0.03 | 3.96  | 0 | 0 | 0 | 0 | 0.00 | 3.96 | $21.53 | $85.26  |
|  | Private sector for-profit direct service staff | Time Use Survey | 80 | 80 | 3 | 240 | 0.33 | 79.20  | 0 | 0 | 0 | 0 | 0.00 | 79.20 | $21.53 | $1,705.18  |
|  | Private sector not-for-profit agency director/manager | In-person interview (round 1) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $33.91  | $0.00  |
|  | Private sector not-for-profit agency director/manager | In-person interview (round 2) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $33.91  | $0.00  |
|  | Private sector not-for-profit agency director/manager | In-person interview (round 3) | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $33.91  | $0.00  |
|  | Private sector not-for-profit agency director/manager | Case Study | 0 | 0 | 1 | 0 | 1.00 | 0.00  | 0 | 0 | 0 | 0 | 0.00 | 0.00 | $33.91  | $0.00  |
|  | Private sector not-for-profit agency director/manager | Provide administrative data | 50 | 50 | 12 | 600 | 4.00 | 2,400.00  | 0 | 0 | 0 | 0 | 0.00 | 2,400.00 | $33.91  | $81,384.00  |
|  | Private sector not-for-profit agency director/manager | Cost/benefit interviews | 100 | 100 | 20 | 2,000 | 0.50 | 1,000.00  | 0 | 0 | 0 | 0 | 0.00 | 1,000.00 | $33.91  | $33,910.00  |
|  | Private sector not-for-profit agency director/manager | Provide cost data | 100 | 100 | 11 | 1,100 | 1.00 | 1,100.00  | 0 | 0 | 0 | 0 | 0.00 | 1,100.00 | $33.91  | $37,301.00  |
|  | Private sector for-profit direct service staff | Time Use Survey Initial Email | 80 | 80 | 3 | 240 | 0.02 | 4.01  | 0 | 0 | 0 | 0 | 0.00 | 4.01 | $21.53 | $86.29  |
|  | Private sector for-profit direct service staff | Time Use Survey Reminder Letter | 40 | 40 | 3 | 120 | 0.03 | 3.96  | 0 | 0 | 0 | 0 | 0.00 | 3.96 | $21.53 | $85.26  |
|  | Private sector not-for-profit agency director/manager | Time Use Survey | 80 | 80 | 3 | 240 | 0.33 | 79.20  | 0 | 0 | 0 | 0 | 0.00 | 79.20 | $33.91  | $2,685.67  |
|  | Private sector not-for-profit employer training supervisor | Focus Group Recruitment Email | 0 | 0 | 1 | 0 | 0.0167 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $21.53 | $0.00  |
|  | Private sector not-for-profit employer training supervisor | Focus Group Confirmation Letter | 0 | 0 | 1 | 0 | 0.033 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $21.53 | $0.00  |
|  | Private sector not-for-profit employer training supervisor | Focus Group and Survey | 0 | 0 | 1 | 0 | 1.583 | 0.00  | 0 | 1 | 0 | 0.05 | 0.00 | 0.00 | $21.53 | $0.00  |
| **Subtotal unique private/business sector** |  770  |  460  |  460  |  460  | 18.70 |  8,600  | 1.07 |  9,174  | 0 | - | 0 | - | 0 | 9,174.34 |
|  | **Grand total** |  |  18,720  | 11,570 | 4.77 | 55,222 | 0.31 | 17,037.98 | 7,150.00 | 1.00 |  29,694  |  0.05  | 1,484.70 | 18,522.68 |  |  $539,530.45  |
| \* Nonrespondents are part of the total individuals who completed the registration document. |  |  |  |  |  |  |  |  |  |  |
| \*\* Sources: Department of Labor Wage and Hour Division (http://www.dol.gov/whd/minimumwage.htm). Bureau of Labor Statistics, Occupational Employment Statistics Survey, January 2018. (http://www.bls.gov/oes/current/oes\_nat.htm) Individuals/Participant: Federal minimum wage. State, local, or Tribal agency director/manager: Average hourly earnings of workers in management occupations; State, local, or Tribal agency direct service staff: Average hourly earnings of workers in community and social services occupations; Private sector for-profit business director/manager: Average hourly earnings of workers in management occupations; Private sector not-for-profit agency director/manager: Average hourly earnings of social and community services managers; Private sector not-for-profit direct service staff : Average hourly earnings of community and social service specialists. |