

ndix H. Annualized Burden and Cost of CN-OPS II Year 4

Type of respondents	Type of survey instruments	Appendix	Sample Size	Responsive						Non-Responsive					Total Annual hour 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 CN Directors	Hard copy pre-test	—	2	2	1	2	3	6	0	0	0	0.50	0.00	6.00	
	State Child Nutrition Director Survey	C.1/C.2	55	55	1	55	2	110	0	0	0	0.08	0.00	110.00	
	CN Invitation Letter	B.1	55	22	1	22	0.05	1.1	33	1	33	0.03	1.10	2.20	
	CN Initial Follow-up Email*	B.2	33	13	1	13	0.05	0.65	20	1	20	0.03	0.67	1.32	
	CN Reminder Email - Week 2*	B.3	20	8	1	8	0.05	0.4	12	1	12	0.03	0.40	0.80	
	CN Reminder Email - Week 4*	B.3	12	5	1	5	0.05	0.25	7	1	7	0.03	0.23	0.48	
	CN Reminder Email - Week 6*	B.3	7	3	1	3	0.05	0.15	4	1	4	0.03	0.13	0.28	
	CN Director Telephone Reminder - Week 7*	B.4	4	2	1	2	0.083	0.167	2	1	2	0.03	0.07	0.23	
	CN Director Telephone Reminder - Week 8*	B.4	2	2	1	2	0.083	0.167	0	0	0	0.03	0.00	0.17	
	CN Director Thank You Letter	B.5	55	55	1	55	0.05	2.75	0	0	0	0.03	0.00	2.75	
State Email Notification of Selected SFAs	B.6	55	55	1	55	0.083	4.565	0	0	0	0.03	0	4.57		
Local SFA Directors	Hard copy pre-test	—	5	5	1	5	3	15	0	0	0	0.05	0	15.00	
	School Food Authority Director Survey	D.1/D.2	2,188	1,750	1	1,750	2	3,500	438	1	438	0.083	36.50	3,536.50	
	SFA Invitation Letter	B.7	2,188	656	1	656	0.05	32.80	1,532	1	1,532	0.03	51.07	83.87	
	SFA Initial Follow-up email**	B.8	1,532	383	1	383	0.05	19.15	1,149	1	1,149	0.03	38.30	57.45	
	SFA Director Reminder Email - Week 2**	B.9	1,149	287	1	287	0.05	14.35	862	1	862	0.03	28.73	43.08	
	SFA Director Reminder Email - Week 5**	B.9	862	129	1	129	0.05	6.45	733	1	733	0.03	24.43	30.88	
	SFA Director Reminder Email - Week 7**	B.9	733	110	1	110	0.05	5.50	623	1	623	0.03	20.77	26.27	
	SFA Director Telephone Reminder - Week 8**	B.10	623	93	1	93	0.083	7.75	530	1	530	0.03	17.67	25.42	
	SFA Director Telephone Reminder - Week 9**	B.10	530	53	1	53	0.083	4.42	477	1	477	0.03	15.90	20.32	
	SFA Director Telephone Reminder - Week 10**	B.10	477	39	1	39	0.083	3.25	438	1	438	0.03	14.60	17.85	
SFA Thank You Letter	B.11	1,750	1,750	1	1,750	0.05	87.50	0	0	0	0.03	0.00	87.50		
<b>L REPORTING BURDEN (State &amp; Local Government)</b>			<b>2,248</b>	<b>1,810</b>	<b>3.03</b>	<b>5,477</b>	<b>0.698</b>	<b>3,822.37</b>	<b>438</b>	<b>15.66</b>	<b>6,860</b>	<b>0.037</b>	<b>250.57</b>	<b>4,072.93</b>	
to Account for Fully Loaded Wage Rate															
<b>L REPORTING BURDEN (Fully Loaded)</b>															