

Respondent category	Type of respondents	Appendix	Instruments	Sample size ^a	Responsive					Non-Responsive					Grand total annual burden estimate (hours)
					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	B-3 (B-4 attached)	Study Notification E-Letter from FNS to State CN Directors; FAQ for States and SFSP Sponsors (attachment)	54	54	1	54	0.17	9.0	0	0	0	0.00	0.0	9.0
		B-5 (B-4 attached)	E-Letter to State CN Directors with Link to Web Survey; FAQ for States and SFSP Sponsors (attachment)	54	14	1	14	0.17	2.3	40	1	40	0.03	1.2	3.5
		B-6	E-Letter Survey Reminder #1	40	10	1	10	0.02	0.2	30	1	30	0.02	0.5	0.7
		B-6	E-Letter Survey Reminder #2	30	10	1	10	0.02	0.2	20	1	20	0.02	0.3	0.5
		B-6	E-Letter Survey Reminder #3	20	10	1	10	0.02	0.2	10	1	10	0.02	0.2	0.3
		B-6	E-Letter Survey Reminder #4	10	5	1	5	0.02	0.1	5	1	5	0.02	0.1	0.2
		B-7	Phone Script for Nonrespondent State Directors	5	5	1	5	0.17	0.8	0	0	0	0.00	0.0	0.8
		C-2	State Director Web Survey	54	54	1	54	0.33	18.0	0	0	0	0.00	0.0	18.0
		B-8	E-Letter Thank You for Survey Completion (States not selected for interviews)	36	36	1	36	0.02	0.6	0	0	0	0.00	0.0	0.6
		B-9	Survey Thank You E-Letter with Request to Schedule Phone Interview	18	18	1	18	0.17	3.0	0	0	0	0.00	0.0	3.0
	C-3	State Director Interview Guide	18	18	1	18	1.50	27.0	0	0	0	0.00	0.0	27.0	
	B-10 (B-4 and B-11 attached)	State Interview Thank You E-Letter with Request to Contact Selected Sponsors (attachments: Study Notification E-Letter to Sponsors from State CN Agency; FAQ for States and SFSP Sponsors)	18	18	1	18	0.42	7.5	0	0	0	0.00	0.0	7.5	
	State Key Staff	B-1	State and Sponsor Instrument Pre-Test Request	1	1	1	1	0.05	0.1	0	0	0	0.00	0.0	0.1
		C-1	Pre-test Interview Protocol	1	1	1	1	1.50	1.5	0	0	0	0.00	0.0	1.5
C-3		State Director Interview Guide	36	36	1	36	1.50	54.0	0	0	0	0.00	0.0	54.0	
State Government Sub-Total				131	91	3.19	290	0.43	124.5	40	2.63	105	0.02	2.3	126.8
SFSP Sponsor	Director	B-1	State and Sponsor Instrument Pre-Test Request	2	2	1	2	0.05	0.1	0	0	0	0.00	0.0	0.1
		C-1	Pre-Test Interview Protocol	2	2	1	2	1.50	3.0	0	0	0	0.00	0.0	3.0
		B-11 (B-4 attached)	Study Notification E-Letter to Sponsors from State CN Agency; FAQ for States and SFSP Sponsors (attachment)	96	96	1	96	0.17	16.0	0	0	0	0.00	0.0	16.0
		B-12 (B-4 attached)	E-Letter to Sponsors with Request to Schedule Phone Interview; FAQ for States and Sponsors (attachment)	96	10	1	10	0.17	1.7	86	1	86	0.03	2.6	4.3
		B-13	E-Letter Reminder to Schedule Sponsor Interview	86	14	1	14	0.05	0.7	72	1	72	0.03	2.2	2.9
		C-4	Sponsor Interview Guide	24	24	1	24	1.00	24.0	0	0	0	0.00	0.0	24.0
	B-14 (B-15 and B-16 attached)	Sponsor Interview Thank You E-Letter and Request to Contact Selected SFSP Sites (attached: Study Notification E-Letter to Selected SFSP Sites from SFSP Sponsor; FAQ for SFSP Sites document)	24	24	1	24	0.42	10.1	0	0	0	0.00	0.0	10.1	
Key Staff	C-4	Sponsor Interview Guide	24	24	1	24	1.00	24.0	0	0	0	0.00	0.0	24.0	
		B-2	Site Supervisor Instrument Pre-Test Request	1	1	1	1	0.05	0.1	0	0	0	0.00	0.0	0.1

Appendix A-8. Burden Table

Respondent category	Type of respondents	Appendix	Instruments	Sample size ^a	Responsive					Non-Responsive					Grand total annual burden estimate (hours)
					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)	
SFSP Site	Supervisor	C-1	Pre-test Interview Protocol	1	1	1	1	1.00	1.0	0	0	0	0.00	0.0	1.0
		B-15 (B-16 attached)	Study Notification E-Letter to Selected SFSP Sites from SFSP Sponsor; FAQ for SFSP Sites (attachment)	120	120	1	120	0.17	20.0	0	0	0	0.00	0.0	20.0
		B-17 (B-16 attached)	E-Letter to Site Supervisor to Schedule Phone Interview; FAQ for SFSP Sites (attachment)	120	10	1	10	0.17	1.7	110	1	110	0.03	3.3	5.0
		B-18	E-Letter Reminder to Schedule Site Interview	110	14	1	14	0.05	0.7	96	1	96	0.03	2.9	3.6
		C-5	Site Supervisor Interview Guide	24	24	1	24	0.50	12.0	0	0	0	0.00	0.0	12.0
		B-19	Site Supervisor Interview Thank You E-Letter	24	24	1	24	0.02	0.4	0	0	0	0.00	0.0	0.4
Local Government Sub-Total				243	75	5.20	390	0.30	115.4	168	2.17	364	0.03	10.9	126.4
State, Local, and Tribal Government Sub-Total				374	166	4.10	680	0.35	239.9	208	2.25	469	0.03	13.2	253.1
SFSP Sponsor	Director	B-1	State and Sponsor Instrument Pre-Test Request	1	1	1	1	0.05	0.1	0	0	0	0.00	0.0	0.1
		C-1	Pre-test Interview Protocol	1	1	1	1	1.50	1.5	0	0	0	0.00	0.0	1.5
		B-11 (B-4 attached)	Study Notification E-Letter to Sponsors from State CN Agency; FAQ for States and SFSP Sponsors (attachment)	96	96	1	96	0.17	16.0	0	0	0	0.00	0.0	16.0
		B-12 (B-4 attached)	E-Letter to Sponsors with Request to Schedule Phone Interview; FAQ for States and Sponsors (attachment)	96	10	1	10	0.17	1.7	86	1	86	0.03	2.6	4.3
		B-13	E-Letter Reminder to Schedule Sponsor Interview	86	14	1	14	0.05	0.7	72	1	72	0.03	2.2	2.9
		C-4	Sponsor Interview Guide	24	24	1	24	1.00	24.0	0	0	0	0.00	0.0	24.0
	B-14 (B-15 and B-16 attached)	Sponsor Interview Thank You E-Letter and Request to Contact Selected SFSP Sites (attached); Study Notification E-Letter to Selected SFSP Sites from SFSP Sponsor; FAQ for SFSP Sites document)	24	24	1	24	0.42	10.1	0	0	0	0.00	0.0	10.1	
	Key Staff	C-4	Sponsor Interview Guide	24	24	1	24	1.00	24.0	0	0	0	0.00	0.0	24.0
SFSP Site	Supervisor	B-2	Site Supervisor Instrument Pre-Test Request	2	2	1	2	0.05	0.1	0	0	0	0.00	0.0	0.1
		C-1	Pre-test Interview Protocol	2	2	1	2	1.00	2.0	0	0	0	0.00	0.0	2.0
		B-15 (B-16 attached)	Study Notification E-Letter to Selected SFSP Sites from SFSP Sponsor; FAQ for SFSP Sites (attachment)	120	120	1	120	0.17	20.0	0	0	0	0.00	0.0	20.0
		B-17 (B-16 attached)	E-Letter to Site Supervisor to Schedule Phone Interview; FAQ for SFSP Sites (attachment)	120	10	1	10	0.17	1.7	110	1	110	0.03	3.3	5.0
		B-18	E-Letter Reminder to Schedule Site Interview	110	14	1	14	0.05	0.7	96	1	96	0.03	2.9	3.6
		C-5	Site Supervisor Interview Guide	24	24	1	24	0.50	12.0	0	0	0	0.00	0.0	12.0
		B-19	Site Supervisor Interview Thank You E-Letter	24	24	1	24	0.02	0.4	0	0	0	0.00	0.0	0.4
Profit/Non-Profit Business Sub-total				243	75	5.20	390	0.29	114.9	168	2.17	364	0.03	10.9	125.9
TOTAL				617	241	4.44	1,070	0.33	354.9	376	2.22	833	0.03	24.1	379.0

Footnotes:
 Annual burden hours are rounded to the nearest tenth.
 Based on our experience with a similar study, we multiplied our target number of SFSP sponsors by a factor of 4 to determine the number needed to recruit.

	State Director and Key Staff	Local gov't Sponsor Directors and Staff	Profit/Nonprofit Sponsor Directors and Staff
Mean Hourly Wage	\$45.16	\$42.57	\$29.06
BLS Site	https://www.bls.gov/oes/		
NAICS Code	11-9030	11-9039	21-1000
Title	Education Administrators	Social and Community Service Managers	Counselors, Social Workers, and Other Community and Social Service Specialists

SFSP Site Supervisor

\$21.27

<https://www.bls.gov/oes/cu>

21-1090

Miscellaneous Community
and Social Service
Specialists

Number recruited Sponsors: multiply target number by 4=96

Number recruited sites: multiply target number by 5=120