

Appendix I. Estimated Annualized Burden

Type of respondents	Type of survey instruments	Appendix	Sample Size	Responsive					Non-Responsive					All		
				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)	Total Annual hour burden	Hourly Wage Rate	Total annualized cost of respondent burden
State / Local Government	Survey and administrative data pre-test and debrief	N/A	3	3	1	3	4	12	0	0	0	0	0	12.00	\$ 45.63	\$ 547.56
	Study Support Email from FNS Regional Office to State Agency Child Nutrition Director Advance	E.1	67	67	1	67	0.0501	3.3567	0	0	0	0	0	3.36	\$ 45.63	\$ 153.17
	Email	E.2	67	67	1	67	0.0501	3.3567	0	0	0	0	0	3.36	\$ 45.63	\$ 153.17
	Telephone Meeting Agenda	D.4	67	67	1	67	1.0	67	0	0	0	0	0	67.00	\$ 45.63	\$ 3,057.21
	FNS-10 Administrative Data Request	D.1	55	55	1	55	6.0	330	0	0	0	0	0	330.00	\$ 45.63	\$ 15,057.90
	FNS-418 Administrative Data Request	D.2	53	53	1	53	4.0	212	0	0	0	0	0	212.00	\$ 45.63	\$ 9,673.56
	FNS-44 Administrative Data Request	D.3	55	55	1	55	6.0	330	0	0	0	0	0	330.00	\$ 45.63	\$ 15,057.90
	State Child Nutrition Director Survey 2020-2021	C.1/C.2	67	67	1	67	3.0	201	0	0	0	0	0	201.00	\$ 45.63	\$ 9,171.63
	Study Brochure	E.3	67	67	1	67	0.0501	3.3567	0	0	0	0	0	3.36	\$ 45.63	\$ 153.17
	State Agency Invitation Email	E.4	67	67	1	67	0.0501	3.3567	0	0	0	0	0	3.36	\$ 45.63	\$ 153.17
	Reminder Email	E.5	67	67	2	134	0.0501	6.7134	0	0	0	0	0	6.71	\$ 45.63	\$ 306.33
	Reminder Call Script	E.6	8	8	1	8	0.0835	0.668	0	0	0	0	0	0.67	\$ 45.63	\$ 30.48
	State Agency Last Chance Post Card	E.7	4	4	1	4	0.0501	0.200	0	0	0	0	0	0.20	\$ 45.63	\$ 9.14
TOTAL			67	67	10.66	714	1.643	1,173.01	0	0	0	0.000	0.00	1,173.01		\$ 53,524.38
.33% to Account for Fully Loaded Wage Rate																\$ 17,663.05
TOTAL REPORTING BURDEN (Fully Loaded)																\$ 71,187.43

Notes:

E4 & F4 - In total, 67 State agencies are included in this collection. In some states, different agencies oversee different Child Nutrition Programs (NSLP/SBP, SFSP, CACFP) so the number of state agencies in the sample is larger than the number of states and territories included. State level pretest respondents are included in the overall State sample of 67 so are not considered unique respondents for the purpose of calculating total sample size or total number of respondents.