



April 23, 2021

United States  
Department of  
Agriculture

Food and  
Nutrition  
Service

1320 Braddock  
Alexandria, VA  
22314

**MEMORANDUM**

**TO:** Jordan Cohen  
Desk Officer  
Office of Information and Regulatory Affairs, OMB

**THRU:** Maureen Lydon  
Chief of the Planning and Regulatory Affairs Office (PRAO)  
Food and Nutrition Service

Ruth Brown  
Office of the Chief Information Officer  
United States Department of Agriculture

**FROM:** Cindy Long  
Acting Administrator  
Food and Nutrition Service

**SUBJECT: Emergency Approval of New Information Collection for Implementation of the Child Nutrition Non-competitive Technology Innovation Grant**

The Food and Nutrition Service (FNS) of the United States Department of Agriculture (USDA) is requesting emergency approval under the Paperwork Reduction Act (PRA) to collect information associated with implementation of the Child Nutrition (CN) Non-competitive Technology Innovation Grant (nTIG) which was authorized by the Further Consolidated Appropriations Act, 2020 (Public Law 116-94) and Consolidated Appropriations Act, 2021 (Public Law 116-260). These authorizations provided \$25 million each year for State funding with the purpose of developing, improving, and maintaining automated information technology systems used to operate and manage all CN Programs (i.e., critical programs such as School Meal Programs, Summer Food Service Program and Child and Adult Care Food Program).

The availability of nTIG funding will be distributed on a formula basis among all eligible State agencies administering the CN Programs. This non-competitive grant opportunity replaces the competitive CN TIG previously administered by FNS in fiscal years (FYs) 2017 and 2019.

In FY 2021, 54 States and territories (69 State agencies) are administering the CN Programs and therefore eligible to receive this funding. Funding will be offered by FNS to all eligible States and territories in an equal distribution based on total available funds for FYs 2020 and 2021 (i.e., \$50 million). Each State will be offered approximately \$925,926 for the purposes described above. In States where more than one (1) eligible agency administers the CN Programs, the funding will be divided among those agencies based on the same distribution percentages used in the State

Administrative Expense funding formula, as described in Section 7 of the Child Nutrition Act and per Title 7, Part 235 of the Code of Federal Regulations.

Eligible State agencies accepting the nTIG funding will be required to submit to FNS, via [www.grants.gov](http://www.grants.gov), a brief application, including a budget narrative, describing the State agency's intended use of the funding. State agencies will have three (3) years to expend the awarded funds and be required to submit bi-annual progress reports and quarterly financial reports to FNS. Final progress and financial status reports will be due 120 days after the termination date of the project.

OMB has established regulations for the emergency processing of information collection requests (ICRs) at 5 CFR 1320.13. OMB can authorize Emergency Clearance for an information collection, for up to 6 months.

FNS is requesting emergency clearance for an information collection related to the CN nTIG. The collection is required to comply with the statute and needed to distribute funds to States. The FY 2020 funding of \$25 million, authorized by the Further Consolidated Appropriations Act, 2020, expires September 30, 2021. The State application process and obligation of funds must be complete by late summer to use these funds in full by their expiration date. The availability of this funding to State agencies will provide much needed financial resources during a time when States have had to take unprecedented steps to meet the needs created by the COVID-19 pandemic. FNS can attest that the collection of information is:

- Needed sooner than OMB clearance can be granted under normal procedures;
- Essential to the mission of the agency; and
- The use of normal clearance procedures is reasonably likely to cause a statutory deadline to be missed.

More specifically, the use of normal clearance procedures is reasonably likely to cause the authorized FY 2020 nTIG funding of \$25 million to expire before the funds can be obligated to States.

FNS appreciates your consideration of this information.

---

Maureen Lydon, Chief of PRAO

---

Cindy Long, Acting Administrator  
Food and Nutrition Service