

## Reporting and Recordkeeping Burden for State Agencies FNS 245, OMB 0584-0034

Regulation	Description of Activity	Number of Respondents	Estimated Frequency Number of Negative Sample Cases Per Respondent	Estimated Total Annual Number of Negative Sample Cases Per Annum	Estimated Annual Reporting Hours Per Respondents	Estimated Total Annual Burden Hours	Previous Submission Total Hours	Difference Due to Program Changes	Difference Due to Adjustments
<b>Reporting Burden</b>									
275.13 (b)	Household Case Record Review	53	668.79	35,446.00	1.50	53,169.00			
275.13 (c)	Error analysis	53	668.79	35,446.00	1.15	40,762.90			
275.13 (d)	Reporting of review findings	53	668.79	35,446.00	0.25	8,861.50			
275.13 (e)	Disposition of case review	53	668.79	35,446.00	0.25	8,861.50			
<b>Total Reporting Burden</b>					<b>3.15</b>	<b>111,654.90</b>	<b>114,594.71</b>		<b>-2,939.81</b>
<b>Recordkeeping Burden</b>									
275.4	Record Retention	53	668.79245283	35,446.00	0.0236	836.5256	919.688		-83.1624
<b>Total Recordkeeping Burden</b>									
<b>Total Reporting and Recordkeeping Burden</b>		<b>53</b>	<b>3343.9622642</b>	<b>177,230.00</b>	<b>0.63472</b>	<b>112,491.43</b>	<b>115,514.40</b>		<b>-3,022.97</b>

Estimates of Annualized Cost to Respondents FNS 245, OMB 0584-0034									
Regulation	Description of Activity	Number of Negative Sample Cases Per Annum	Reporting Hours	Burden Hours	Hourly Wage Rate (50% for State Agency Staff – not Households)	ttl cost not loaded	Hourly with Loaded Wages	Total Respondent Cost with loaded wages	difference
<b>Reporting Burden</b>									
275.13 (b)	Household Case Record Review	35,446.00	1.50	53,169.00	\$13.03	\$692,526.23	\$17.32	\$921,059.88	\$228,533.65
275.13 (c)	Error analysis	35,446.00	1.15	40,762.90	\$13.03	\$530,936.77	\$17.32	\$706,145.91	\$175,209.13
275.13 (d)	Reporting of review findings	35,446.00	0.25	8,861.50	\$13.03	\$115,421.04	\$17.32	\$153,509.98	\$38,088.94
275.13 (e)	Disposition of case review	35,446.00	0.25	8,861.50	\$13.03	\$115,421.04	\$17.32	\$153,509.98	\$38,088.94
<b>Total Reporting Burden</b>			<b>3.15</b>	<b>111,654.90</b>		<b>\$1,454,305.07</b>		<b>\$1,934,225.75</b>	<b>\$479,920.67</b>
<b>Recordkeeping Burden</b>									
275.4	Record Retention	35,446.00	0.0236	836.5256	\$13.03	\$10,895.75	\$17.32	\$14,491.34	\$3,595.60
<b>Total Reporting and Recordkeeping Burden and Costs</b>				<b>112,491.43</b>		<b>\$1,465,200.82</b>		<b>\$1,948,717.09</b>	<b>\$483,516.27</b>

34322=2018 cases

\*mean social  
26.05 work salary

[https://www.bls.gov/oes/2019/may/oes\\_nat.htm](https://www.bls.gov/oes/2019/may/oes_nat.htm)

\*mean General  
and Operations  
59.15 Managers  
7.25 households

Estimates of Annualized Cost to Respondents									
Regulation	Description of Activity	Number of Active Sample Cases Per Annum	Reporting Hours	Burden Hours	Hourly Wage Rate (50% for State Agency Staff – not Households)	ttl cost not loaded	Hourly with Loaded Wages	Total Respondent Cost with loaded wages	difference
<b>Reporting Burden</b>									
275.13 (b)	Household Case Record Review	35,446.00	1.50	53,169.00	\$13.03	\$692,526.23	\$17.32	\$921,059.88	\$228,533.65
275.13 (c)	Error analysis	35,446.00	1.15	40,762.90	\$13.03	\$530,936.77	\$17.32	\$706,145.91	\$175,209.13
275.13 (d)	Reporting of review findings	35,446.00	0.25	8,861.50	\$13.03	\$115,421.04	\$17.32	\$153,509.98	\$38,088.94
275.13 (e)	Disposition of case review	35,446.00	0.25	8,861.50	\$13.03	\$115,421.04	\$17.32	\$153,509.98	\$38,088.94
<b>Total Reporting Burden</b>			<b>3.15</b>	<b>111,654.90</b>		<b>\$1,454,305.07</b>		<b>\$1,934,225.75</b>	<b>\$479,920.67</b>
<b>Recordkeeping Burden</b>									
275.4	Record Retention	35,446.00	0.0236	836.5256	\$13.03	\$10,895.75	\$17.32	\$14,491.34	\$3,595.60
<b>Total Reporting and Recordkeeping Burden and Costs</b>				<b>112,491.43</b>		<b>\$1,465,200.82</b>		<b>\$1,948,717.09</b>	<b>\$483,516.27</b>

Estimates of Annualized Cost to Federal Government for FNS 245, OMB 0584-0034					
Activities	Hours Spent on Collection	Costs or Hourly Wage Rate	Total Cost	Fringe Benefits Cost for Staff (0.33)	Overall Base Cost w/ Fringe Benefits for Staff
1. Printing Cost	N/A		\$2,000.00	N/A	\$2,000.00
2. 50% Reimbursement Cost to States for reporting & recordkeeping administrative cost	N/A		\$1,465,200.82	\$483,516.27	\$1,948,717.09
3. 33% of annual salary for 105 Regional Federal Staff (GS 12/1 base) annual	N/A		\$2,315,624.85	\$764,156.20	\$3,079,781.05
4a. Program Analyst GS 13 step 1 base Estimates of Annualized Cost to Federal Government for drafting, reviewing & approving ICR	80	\$32.02	\$36.99	\$12.21	\$49.20
4b. Program Branch Chief Estimates of Annualized Cost to Federal Government for drafting, reviewing & approving ICR	10	\$45.00	\$450.00	\$148.50	\$598.50
4c. Program Division Director Estimates of Annualized Cost to Federal Government for drafting, reviewing & approving ICR	5	\$52.93	\$264.65	\$87.33	\$351.98
5. Automated System Cost (includes fringe benefits in fixed rate Contractor Monitoring)	N/A	\$180,000.00	\$180,000.00	N/A	\$180,000.00
<b>Grand Total Cost to Government</b>		<b>\$180,129.95</b>	<b>\$3,963,577.31</b>	<b>\$1,247,920.51</b>	<b>\$5,211,497.82</b>

annual base 66,829 gs 12/1  
 hrly base 32 13/1  
 hrly base 45 14/1  
 hrly base 53 15/1

<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/GS.pdf>  
[https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/GS\\_h.pdf](https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2021/GS_h.pdf)

Estimates of Annualized Cost to Respondents													
Recordkeeping Burden for State Agencies FNS 380, OMB 0584-0074													
Regulation	Description of Activity	Number of Respondents	Number of Active Sample Cases Per Annum	Responses per Respondent	Reporting Hours	Burden Hours	Previous Submission Total Hours	Difference Due to Program Changes	Difference Due to Adjustments	Hourly Wage Rate (50% for State Agency Staff – not Households)	ttl cost not loaded	Hourly with Loaded Wages	Total Respondent Cost with loaded wages
<b>Reporting Burden</b>													
275.13 (b)	Household Case Record Review	53	35,446.00	668.79	1.50	53,169.00				\$13.03	\$692,526.23	\$17.32	\$921,059.88
275.13 (c)	Error analysis	53	35,446.00	668.79	1.15	40,762.90				\$13.03	\$530,936.77	\$17.32	\$706,145.91
275.13 (d)	Reporting of review findings	53	35,446.00	668.79	0.25	8,861.50				\$13.03	\$115,421.04	\$17.32	\$153,509.98
275.13 (e)	Disposition of case review	53	35,446.00	668.79	0.25	8,861.50				\$13.03	\$115,421.04	\$17.32	\$153,509.98
<b>Total Reporting Burden</b>					<b>3.15</b>	<b>111,654.90</b>	<b>114,594.71</b>		<b>-2,939.81</b>		<b>\$1,454,385.07</b>		<b>\$1,934,225.75</b>
<b>Recordkeeping Burden</b>													
275.4	Record Retention	53	35,446.00	668.79	0.0236	836,5256	919,688		-83,1624	\$13.03	\$10,895.75	\$17.32	\$14,491.34
<b>Total Reporting and Recordkeeping Burden and Costs</b>						<b>112,491.43</b>	<b>115,514.40</b>		<b>-3,022.97</b>		<b>\$1,465,200.82</b>		<b>\$1,948,717.09</b>

difference

\$228,533.65  
 \$175,209.13  
 \$38,088.94  
 \$38,088.94  
 \$479,920.67  
 \$0.00  
 \$3,595.60  
 \$0.00  
 \$483,316.27

34322=2018 cases

26.05

\*mean social work salary

[https://www.bls.gov/oes/2019/may/oes\\_nat.htm](https://www.bls.gov/oes/2019/may/oes_nat.htm)

59.15  
 7.25

\*mean General and Operations Managers households