

BURDEN CALCULATIONS

Affected Public	Form Number	Number of Respondents	Number of responses annually per Respondent	Total Annual Responses	Estimate of Burden Hours per response	Total Annual Burden Hours	Annualized Cost to Respondent
Contractors	FNS-674	180	1	180	0.16667 (10 minutes)	30	\$1,551.63
State Agency Users	FNS-674	2,520	2	5,040	0.16667 (10 minutes)	840	\$32,584.25
Annualized Totals		2,700	1.9	5,220	10 minutes	870	\$34,135.88

The reporting burden was estimated by totaling count of provisioned forms sent via email to the FNS Security Officers' Mailbox and estimating total provisioned forms that are not emailed and are maintained separately. It is estimated that each respondent takes 10 minutes to read the instruction and complete the on-line form. Annualized cost to respondent is calculated using hourly wage rates reported by Department of Labor Statistics.