

**Appendix D
FMNP Burden Table**

ESTIMATE OF THE COLLECTION OF INFORMATION BURDEN TABLE												
Regulatory Section	Information Collected	Form(s)	Estimated Number of Respondents	Annual Responses per Respondent	Total Annual Responses	Hours per Response	Total Annual Burden Hours	Previous Submission: Total Annual Burden Hours	Difference Due to Adjustments	Difference Due to Program Changes	Total Difference	Reason for Difference (See also Narrative Statement)
REPORTING BURDEN ESTIMATES												
Affected Public: STATE & LOCAL AGENCIES (Including Indian Tribal Organizations and U.S. Territories)												
248.3(e), 246.5	Local Agency Applications		695.80	0.50	347.90	2.00	695.80	980.00	-284.00		-284.00	Decrease by including estimate of nonprofit businesses in authorized outlets
248.4	State Plan	Appendix F,G	49.00	1.00	49.00	40.00	1,960.00	1,960.00	0.00		0.00	N/A
248.6, 248.10(i)	Certification Data for Participants		49.00	31,846.43	1,560,475.00	0.25	390,118.75	411,647.25	-21,528.00		-21,528.00	Decrease in participation rates
248.10(a)(2),(3),(b)(c)	Authorization - Review of Outlet Applications (Farmers, Farmers' Market, Roadside Stand)		49.00	202.90	9,942.00	1.00	9,942.00	12,560.00	-2,618.00		-2,618.00	Decrease in the number of farmers, farmers' markets, roadside stands.
248.10(a)(4)(d)	Face-to-Face Training Development		49.00	1.00	49.00	8.00	392.00	0.00		392.00	392.00	Increase due to not being reported in previous submission
248.10(a)(4)(d)	Face-to-Face Training		49.00	15.00	735.00	2.00	1,470.00	0.00		1,470.00	1,470.00	Increase due to not being reported in previous submission
248.10(b)(5)	Disqualification of Authorized Outlets		5.00	1.00	5.00	0.08	0.42	0.00		0.42	0.42	Increase due to not being reported in previous submission
248.10(d)	Annual Training for Authorized Outlets Development		49.00	1.00	49.00	8.00	392.00	0.00		392.00	392.00	Increase due to not being reported in previous submission
248.10(d)	Annual Training for Authorized Outlets		49.00	15.00	735.00	2.00	1,470.00	0.00		1,470.00	1,470.00	Increase due to not being reported in previous submission
248.10(e)(2),(3); 248.17(c)(1)(i)	Monitoring/Review of Authorized Outlets		49.00	40.58	1,988.40	1.50	2,982.60	3,768.00	-785.00		-785.00	Decrease in the number of farmers, farmers' markets, roadside stands.
248.10(e)(4); 248.17(c)(1)(ii)	Monitoring/Review of Local Agencies		49.00	10.14	497.00	2.00	994.00	0.00		994.00	994.00	Increase due to not being reported in previous submission
248.10(f)	Coupon Management System		49.00	1.00	49.00	5.00	245.00	245.00	0.00		0.00	N/A
248.10(h)	Coupon Reconciliation		49.00	1.00	49.00	3.00	147.00	147.00	0.00		0.00	N/A
248.10(j)	Recipients and Authorized Outlet Complaints		49.00	10.20	500.00	1.00	500.00	0.00		500.00	500.00	Increase due to not being reported in previous submission
248.10(k)	Farmer/farmers' market sanctions		49.00	8.12	397.68	0.08	33.21	0.00		33.21	33.21	Increase due to not being reported in previous submission
248.11(a)	Disclosure of Financial Expenditures		49.00	1.00	49.00	10.00	490.00	490.00	0.00		0.00	N/A
248.17(a)	Establishment of ME System		1.00	1.00	1.00	24.00	24.00	0.00		24.00	24.00	Increase due to not being reported in previous submission
248.17(b)(2)(ii)	State Agency Corrective Action Plan		7.00	1.00	7.00	10.00	70.00	70.00	0.00		0.00	N/A
248.17(c)(2)	Special Reports		2.00	1.00	2.00	10.00	20.00	0.00		20.00	20.00	Increase due to not being reported in previous submission

248.18(b)	Audit Responses		1.00	1.00	1.00	15.00	15.00	15.00	0.00	0.00	N/A
Subtotal Reporting: State and Local Agencies (Including Indian Tribal Organizations and U.S. Territories)			744.80	2,115.91	1,575,927.98	0.26	411,961.77	431,882.25	-25,215.00	5,295.62	-19,919.38
Affected Public: INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)											
248.6, 248.10(i)	Certification Data for Participants		1,560,475.00	1.00	1,560,475.00	0.05	78,179.80	82,329.45	-4,149.65	-4,149.65	Slight increase due to use of standardized conversion of minutes to hours but greater overall decrease in participation rates
Subtotal Reporting: Individuals/Households			1,560,475.00	1.00	1,560,475.00	0.05	78,179.80	82,329.45	-4,149.65	-	-4,149.65
Affected Public: Authorized Outlets (Farmers/Markets/Roadside Stands) and Businesses											
248.3(e), 246.5	Non-profit businesses Applications		298.20	0.50	149	2.00	298.20	-	298.20	298.20	Increase due to the fact that some of the WIC local agencies, which are actually non-profit organizations, were counted as part of the SLT respondent group.
248.10(a)(4)(d)	Face-to-Face Training		1,988.40	1.00	1,988.40	2.00	3,976.80	-	3,976.80	3,977	Increase due to not being reported in previous submission
248.10(b)(1)(xi)	Farmer/farmers' market complaints		500.00	1.00	500.00	0.50	250.00	-	250.00	250	Increase due to not being reported in previous submission
248.10(b)(c)	Authorized Outlet Agreements		9,942	1.00	9,942	0.08	830.16	1,049	-218.603	-218.60	Decrease in the number of farmers, farmers' markets, roadside stands.
248.10(b)(5)	Appeal of Denial		7.95	1.00	8	2.00	15.91	-	15.91	15.91	Increase due to not being reported in previous submission
248.10(d)	Annual Training for Authorized Outlets		17,895.60	1.00	17,895.6	2.00	35,791.20	-	35,791.00	35,791.00	Increase due to not being reported in previous submission
248.10(e)(1)	Coupon Reimbursement		19,984	9.00	178,956	4.00	715,824.00	-	715,824	715,824	Increase due to not being reported in previous submission
Subtotal Reporting: Authorized outlets			20,182.20	10.38	209,439.05	3.61	756,986.26	1,048.76	79.60	755,857.71	755937.30
GRAND SUBTOTAL: REPORTING			1,581,402.00	2.12	3,345,842.03	0.37	1,247,127.84	515,260.46	-29,285.06	761,153.33	731868.28
RECORDKEEPING BURDEN ESTIMATES											
Affected Public: STATE & LOCAL AGENCIES (Including Indian Tribal Organizations and U.S.Territories)											
248.4(c)	State Plan Record Maintenance		49.00	1.00	49.00	0.17	8.18	0.00	8.00	8.00	Increase due to not being reported in previous submission
248.9	Nutrition Education		49.00	31,846.43	1560475.00	0.25	390118.75	411,647.25	-21,528.50	-21,528.50	Decrease in number of participants
248.10(a)(4)(d)	Authorized Outlet Training Content		49.00	1.00	49.00	2.00	98.00	0.00	98.00	98.00	Increase due to not being reported in previous submission
248.10(b)(c)	Authorized Outlet Agreements		49.00	1.00	49.00	2.00	98.00	98.00	0.00	0.00	N/A
248.10(b)(5)	Maintenance of Disqualification and Sanction Records		49.00	1.00	49.00	0.17	8.18	0.00	8.00	8.00	Increase due to not being reported in previous submission
248.10(e)(2),(3); 248.17(c)(1)(i)	Monitoring and Review of Authorized Outlets		49.00	40.58	1988.40	0.50	994.20	98.00	896.20	896.20	Increase due to more accurate calculation
248.10(e)(4); 248.17(c)(1)(ii)	Monitoring/Review of Local Agencies		49.00	10.14	497.00	0.50	248.50	0.00	248.00	248.50	Increase due to not being reported in previous submission
248.11(c)	Record of Financial Expenditures	FNS-683B	49.00	1.00	49.00	2.00	98.00	98.00	0.00	0.00	N/A
248.16(a)	Fair Hearings		49.00	1.00	49.00	1.00	49.00	49.00	0.00	0.00	N/A
248.17(a)	Maintenance of Management Evaluations		49.00	1.00	49.00	2.00	98.00	0.00	98.00	98.00	Increase due to not being reported in previous submission
248.23(a)	Record of Program Operations		49.00	1.00	49.00	40.00	1960.00	1960.00	0.00	0.00	N/A

GRAND SUBTOTAL: RECORDKEEPING		49.00	31,905.15	1,563,352.40	0.25	393,778.82	413,950.25	-20,632.30	460.00	-20,172.30
GRAND TOTAL: REPORTING AND RECORDKEEPING		1,581,402.00	3.10	4,909,194.43	0.33	1,640,906.65	929,210.71	-49,917.36	761,613.33	711,695.98

Note: FNS-6R3B, OMB Control Number: 0584-0594 Food Programs Reporting System (FPRS), Expiration Date: 07/31/2023

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. DxE)
Total Reporting Burden	1,581,402.00	2.12	3,345,842.03	0.37	1,247,127.84
Total Recordkeeping Burden	49.00	31,905.15	1,563,352.40	0.25	393,778.82
TOTAL BURDEN FOR #0584-0447	1,581,402.00	3.10	4,909,194.43	0.33	1,640,906.65

	Responses	Hours
Currently approved burden	4,968,339.00	929,210.71
Burden Requested with this ICR	4,909,194.43	1,640,906.65
Difference	-59,144.57	711,695.98