

Appendix K. 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
State Agency Directors	Web survey and administrative data pre-test and debrief	M	3	3	2	6	2	12	0	0	0	0	0	12.00
	Study support email (from FNS RO to SA)	G.2	67	67	2	134	0.0501	6.71	0	0	0	0	0	6.71
	Study support email (from SA to SFA)	G.10	67	67	1	67	0.33	22.11	0	0	0	0	0	22.11
	SA Advance emails	G.3	67	67	2	134	0.0501	6.71	0	0	0	0	0	6.71
	Telephone meeting advance email and call script	G.5	67	67	2	134	0.5	67	0	0	0	0	0	67.00
	FNS-10 Administrative Data Request for FY 2021 and FY 2022	E.1	56	56	2	112	6	672	0	0	0	0	0	672.00
	FNS-418 Administrative Data Request for FY 2021 and FY 2022	E.2	53	53	2	106	4	424	0	0	0	0	0	424.00
	FNS-44 Administrative Data Request for FY 2021 and FY 2022	E.3	55	55	2	110	6	660	0	0	0	0	0	660.00
	State Agency Child Nutrition Director Surveys (Fall 2021 and Summer 2022)	D.1-D.4	67	67	2	134	6	804	0	0	0	0	0	804.00
	Brochure	G.4	67	67	2	134	0.0501	6.71	0	0	0	0	0	6.71
	SA Invitation email	G.6	67	67	2	134	0.0501	6.71	0	0	0	0	0	6.71
	Reminder email	G.7	67	67	4	268	0.0501	13.43	0	0	0	0	0	13.43
	Telephone reminder script	G.8	8	8	2	16	0.0835	1.336	0	0	0	0	0	1.34
	SA Last chance post card	G.9	4	4	2	8	0.0501	0.4008	0	0	0	0	0	0.40
SFA Directors	Web survey pre-test & debrief	M	6	6	1	6	2	12	0	0	0	0	0	12.00
	Study support email (from SA to SFA)	G.10	1,042	1,042	1	1042	0.0501	52.20	0	0	0	0	0	52.20
	SFA Advance letter	G.11	1,042	834	1	834	0.0501	41.78	208	1	208	0.0501	10.42	52.20
	School Food Authority Director Survey 2021-2022	F.1-F.2	1,042	834	1	834	1	834	208	1	208	0.0501	10.42	844.42
	Brochure	G.4	1,042	834	1	834	0.0501	41.78	208	1	208	0.0501	10.42	52.20
	SFA Invitation email	G.12	1,042	261	1	261	0.0501	13.08	781	1	781	0.0501	39.13	52.20
	Reminder email	G.7	781	469	2	938	0.0501	46.99	312	1	312	0.0501	15.63	62.63
	Telephone reminder script	G.8	312	78	1	78	0.0835	6.51	234	1	234	0.0835	19.54	26.05
	SFA Last chance post card	G.13	234	26	1	26	0.0501	1.30	208	1	208	0.0501	10.42	11.72
State and Local Governments Subtotal			1,115	907	7.00	6,350	0.5910	3,752.78	208	10.38	2,159	0.0537	115.98	3868.77
SFA Directors	Study support email (from SA to SFA)	G.10	224	224	1	224	0.0501	11.22	0	0	0	0	0	11.22
	SFA Advance letter	G.11	224	178	1	178	0.0501	8.92	46	1	46	0.0501	2.30	11.22
	2022	F.1-F.2	224	178	1	178	1	178.00	46	1	46	0.0501	2.30	180.30
	Brochure	G.4	224	178	1	178	0.0501	8.92	46	1	46	0.0501	2.30	11.22

SFA Directors	SFA Invitation email	G.12	224	56	1	56	0.0501	2.81	168	1	168	0.0501	8.42	11.22
	Reminder email	G.7	168	101	2	202	0.0501	10.12	67	1	67	0.0501	3.36	13.48
	Telephone reminder script	G.8	67	17	1	17	0.0835	1.42	50	1	50	0.0835	4.18	5.59
	SFA Last chance post card	G.13	50	5	1	5	0.0501	0.25	45	1	45	0.0501	2.25	2.51
Private, Not-For-Profit Businesses Subtotal			224	178	5.83	1,038	0.2135	221.65	46	10.17	468	0.0537	25.12	246.77
TOTAL			1,339	1,085	6.81	7,388	0.538	3,974.44	254	10.34	2,627	0.054	141.10	4,115.54