

Appendix K: Additional Background Related to Burden Changes in Section 15

- 1) No longer requiring a FNS-700 form for each vendor, annually. Data previously submitted via the FNS-700 has been migrated from TIP to FDP. WIC State agencies will review their reported vendors annually and provide minimal updates to have their data report reflect the current vendors. Data for existing vendors may be directly updated in FDP. Any new vendors needed can be created by the WIC State agency. The current approval expected **160.086** hours and **1,535** total responses (**9.686** burden hours and **58** total responses from manual data entry of a new records + **117.9** burden hours and **1,412** total responses from manual update (of an) existing record + **32.50** burden hours and **65** responses from data uploaded records). This collection adjusts these numbers to **76.5** hours and **529** total responses (**4.3** burden hours and **26** total responses from manual data entry of a new records + **35.7** burden hours, and **430** total responses from manual update (of an) existing record + **36.5** burden hours and **73** responses from data uploaded records). This is a net decrease of **83.586** hours and **1,006** total responses due to a program change where WIC State agencies no longer needing to submit every record each year. As the impacted instruments each have their own row in our burden table, we have disclosed the details in the items 3, 4, 5, and 6 (which correspond directly to rows in the burden table) in the response to A15 in the supporting statement. The amounts stated in this section are provided for reference only, and should not be used in the calculation of burden hours.
- 2) Changes in total State agencies reporting: The current approval expected **90** total State agencies. This collection reflects a change of total State agencies to **89**, which is the total

reflected in Table 12.1. This decrease impacted multiple items including the manual data entry for new and existing records, and data preparation for this ICR. The item showing manually entered new records decreased by **1** WIC State agency, and **0.39** hours. The item showing manually entered updates to existing records decreased by **1** WIC State agency, and **4.72** hours. The item showing data preparation decreased by **1** WIC State agency, and **10** hours. This change represents a net decrease of **15.11** hours due to an adjustment. As the impacted instruments each have their own row in our burden table, we have disclosed the details in the items 3, 4, and 6, and 9 (which correspond directly to rows in the burden table) in the response to A15 in the supporting statement. The amounts stated in this section are provided for reference only, and should not be used in the calculation of burden hours.

- 3) Changes in State agency reporting methods: The current approval expected **65** State agencies to submit their FNS-700 via batch upload, for a burden of **0.5** hours per State agency. This collection estimates that **73** State agencies will be using a batch upload, for a burden of **0.5** hours per State agency. This is an increase of **8** responses, for a total of **4** burden hours (**8** WIC State agencies x **0.5** hours). Since these State agencies were previously counted in the manual entry items, those lines in the previous collection should reflect a corresponding decrease of **36.83** hours ([**37.73** hours for manually updated existing records (**8** WIC State agencies x **56.48** number of responses x **0.0835** hours per response) + **3.1** hours for manually entered new records (**8** WIC State agencies x **2.320** number of responses x **0.167** hours per response)] – **4** hours [**8** WIC State agencies x **1** number of responses x **0.5** hours per response]), between the different collections. As the impacted instruments each have their own row in our

burden table, we have disclosed the details in the items 3, 4, and 5 (which correspond directly to rows in the burden table) in the response to A15 in the supporting statement. The amounts stated in this section are provided for reference only, and should not be used in the calculation of burden hours.