**United States**

**Department of**

**Agriculture**

Food and

Nutrition

Service

1320 Braddock Pl

Alexandria, VA

22314



TO: Jorden Cohen

 OMB Desk Officer

 Office of Information and Regulatory Affairs (OIRA)

 Office of Management and Budget (OMB)

THROUGH: Ruth Brown, Department Clearance Officer

 United States Department of Agriculture (USDA)

 Office of Chief Information Office (OCIO)

FROM: Rachelle Ragland-Greene *rg*

 Information Collection Officer

 Office of Policy Support/Planning and Regulatory Affairs Office

 Food and Nutrition Service (FNS)

DATE: 10/4/2021

SUBJECT: Justification to a change to OMB Control No: 0584-0639; expiration date: September 30, 2024 - Supplemental Nutrition Assistance Program (SNAP) Education (ED) (known as SNAP-ED) (SNAP-Ed Toolkit Intervention Submission Form - FNS-886 and Scoring Tool- FNS 885

The Food and Nutrition Service (FNS) is requesting a non-substantive change to the SNAP-Ed Toolkit Intervention Submission Form - FNS-886 and Scoring Tool- FNS 885.

1. FNS 886 - Intervention Submission Form: top of page 6 in Acrobat (Section IV. Effectiveness) – fixed the text and spacing around “[SNAP-Ed Evaluation Framework](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsnapedtoolkit.org%2Fframework%2Findex%2F&data=04%7C01%7C%7Cd362778dba3f4d1e205408d984438acc%7Ced5b36e701ee4ebc867ee03cfa0d4697%7C0%7C0%7C637686247887674328%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=ZsSqcNtLvBhvYiHQ6IR2v2aSILi9ZEagn8FomFYgLY8%3D&reserved=0)” and “[SNAP-Ed Toolkit](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsnapedtoolkit.org%2F&data=04%7C01%7C%7Cd362778dba3f4d1e205408d984438acc%7Ced5b36e701ee4ebc867ee03cfa0d4697%7C0%7C0%7C637686247887674328%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=XdIVzsDUp%2FT3uJCrSW5tns7l1ffaNqWc1nSqFkas6xk%3D&reserved=0)”. Repaired broken hyperlinks.
2. FNS 885 - Scoring Tool:
	* Acrobat p. 1 – “effectiveness” row, “factors” column: removed extra dashes/bullet marks
	* Acrobat p. 4 – “adoption total” row – repaired the grey bar flowing out of its boundaries
3. FNS 886 and 885 updated FNS’ address to the Braddock Road location.

The FNS 886 - Intervention Submission Form is filled out and submitted online at <https://snapedtoolkit.org/interventions/submit-an-intervention> (the updated screenshots are included in the change request) and FNS 885 the Scoring Tool is filled out manually and emailed to the FNS SNAP-Ed Toolkit team.

If you have any questions regarding this request, please contact Rachelle.Ragland-Greene@USDA.GOV.

Appendices:

1. Appendix 1: FNS 885 SNAP-Ed Toolkit Scoring Tool Qualtrics Screenshot Version
2. Appendix 1.1: FNS 885 Final Draft
3. Appendix 2: FNS 886 SNAP-Ed Toolkit Intervention Submission Form Qualtrics Screenshot Version (screenshot)
4. Appendix 2.1: FNS 886 Final Draft