



ates  
**United  
Department**

**Agriculture**

Food and  
Nutrition  
Service

1320 Braddock

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” and “SNAP-Ed Toolkit”. Repaired broken hyperlinks.
2. FNS 885 - Scoring Tool:
  - o Acrobat p. 1 – “effectiveness” row, “factors” column: removed extra dashes/bullet marks
  - o 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](mailto: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