

Respondent Category	Type of Respondent	Data Collection Activity	Appendix	Sample Size	Responsive					Non-Responsive					Estimated Total Annual Hour Burden		
					Estimated number of respondents	Frequency of Response	Total Annual Responses	Hours per Response	Estimated Annual Burden (hours)	Estimated number of non-respondents*	Frequency of Response	Total Annual Responses	Hours per Response	Estimated Annual Burden (hours)			
State/local government	State Child Nutrition directors	Recruitment email from FNS to State Child Nutrition directors	C.1	56	56	1	56	0.0668	3.74	0	0	0	0.00	0.00	3.74		
		Introductory email request from study team to state Child Nutrition directors	C.2	56	56	1	56	0.50	28.00	0	0	0	0.00	0.00	28.00		
		Reminder request emails from regional leads to state Child Nutrition directors	C.6	56	56	2	112	0.50	56.00	0	0	0	0.00	0.00	56.00		
		Subtotal (States)		56	56	4	224	0.39	87.74	0	0	0	0.00	0.00	87.74		
	SFA directors: Public schools	Survey instrument pre-test	B.1	9	9	1	9	1	9.00	0	0	0	0.00	0.00	9.00		
		Census introductory email from state Child Nutrition directors to SFAs	C.3	15,700	11,304	1	11,304	0.0668	755.11	4,396	1	4,396	0.0334	146.83	901.93		
		Initial Census recruitment email from study team to SFAs	C.4	15,700	11,304	1	11,304	0.0668	755.11	4,396	1	4,396	0.0334	146.83	901.93		
		Preparation worksheet	B.3	15,700	5,652	1	5,652	0.50	2,826.00	10,048	1	10,048	0.0334	335.60	3,161.60		
		Survey instrument	B.1	15,700	11,304	1	11,304	0.50	5,652.00	4,396	1	4,396	0.0501	220.24	5,872.24		
		Frequently asked questions	B.2	15,700	7,500	1	7,500	0.25	1,875.00	8,200	1	8,200	0.0334	273.88	2,148.88		
		Reminder email #1	C.5	14,758	885	1	885	0.0167	14.79	13,873	1	13,873	0.0167	231.67	246.46		
		Reminder email #2	C.5	13,873	832	1	832	0.0167	13.90	13,040	1	13,040	0.0167	217.77	231.67		
		Reminder email #3	C.5	13,040	782	1	782	0.0167	13.07	12,258	1	12,258	0.0167	204.70	217.77		
		Reminder email #4	C.5	12,258	735	1	735	0.0167	12.28	11,522	1	11,522	0.0167	192.42	204.70		
		Reminder email #5	C.5	11,522	691	1	691	0.0167	11.55	10,831	1	10,831	0.0167	180.88	192.42		
		Reminder email #6	C.5	10,831	650	1	650	0.0167	10.85	10,181	1	10,181	0.0167	170.02	180.88		
		Reminder email #7	C.5	10,181	611	1	611	0.0167	10.20	9,570	1	9,570	0.0167	159.82	170.02		
		Reminder email #8	C.5	9,570	574	1	574	0.0167	9.59	8,996	1	8,996	0.0167	150.23	159.82		
		Reminder emails from State Child Nutrition Directors to SFAs	C.7	15,700	11,304	2	22,608	0.0167	377.55	4,396	2	8,792	0.0167	146.83	524.38		
		Reminder letter from study team to SFAs	C.8	7,850	5,652	1	5,652	0.0334	188.78	2,198	1	2,198	0.0167	36.71	225.48		
Follow-up telephone script	C.9	8,996	1,799	2	3,598	0.0167	60.09	7,197	1	7,197	0.0167	120.19	180.28				
Subtotal (SFAs: Public Schools)		15,709	11,313	7	84,693	0.15	12,595	4,396	31.82	139,894	0.02	2,934.62	15,529.49				
Subtotal (All State/local government)				15,765	11,369	7	84,917	0.15	12,682.60	4,396	31.82	139,894	0.02	2,934.62	15,617.23		
Business	SFA directors: Private schools	Census introductory email from state Child Nutrition directors to SFAs	C.3	2,300	1,426	1	1,426	0.0668	95.26	874	1	874	0.0334	29.19	124.45		
		Initial Census recruitment email from study team to SFAs	C.4	2,300	1,426	1	1,426	0.0668	95.26	874	1	874	0.0334	29.19	124.45		
		Preparation worksheet	B.3	2,300	713	1	713	0.50	356.50	1,587	1	1,587	0.0334	53.01	409.51		
		Survey instrument	B.1	2,300	1,426	1	1,426	0.50	713.00	874	1	874	0.0501	43.79	756.79		
		Frequently asked questions	B.2	2,300	1,150	1	1,150	0.25	287.50	1,150	1	1,150	0.0334	38.41	325.91		
		Reminder email #1	C.5	2,162	130	1	130	0.0167	2.17	2,032	1	2,032	0.0167	33.94	36.11		
		Reminder email #2	C.5	2,032	122	1	122	0.0167	2.04	1,910	1	1,910	0.0167	31.90	33.94		
		Reminder email #3	C.5	1,910	115	1	115	0.0167	1.91	1,796	1	1,796	0.0167	29.99	31.90		
		Reminder email #4	C.5	1,796	108	1	108	0.0167	1.80	1,688	1	1,688	0.0167	28.19	29.99		
		Reminder email #5	C.5	1,688	101	1	101	0.0167	1.69	1,587	1	1,587	0.0167	26.50	28.19		
		Reminder email #6	C.5	1,587	95	1	95	0.0167	1.59	1,491	1	1,491	0.0167	24.91	26.50		
		Reminder email #7	C.5	1,491	89	1	89	0.0167	1.49	1,402	1	1,402	0.0167	23.41	24.91		
		Reminder email #8	C.5	1,402	84	1	84	0.0167	1.40	1,318	1	1,318	0.0167	22.01	23.41		
		Reminder emails from State Child Nutrition Directors to SFAs	C.7	2,300	1,426	2	2,852	0.0167	47.63	874	2	1,748	0.0167	29.19	76.82		
		Reminder letter from study team to SFAs	C.8	1,150	828	1	828	0.0334	27.66	322	1	322	0.0167	5.38	33.03		
		Follow-up telephone script	C.9	1,318	264	2	527	0.0167	8.80	1,054	1	1,054	0.0167	17.61	26.41		
		Subtotal (Business)				2,300	1,426	8	11,192	0.15	1,645.70	874	24.84	21,708	0.02	466.61	2,112.31
		Not for Profit	SFA directors: Not for profit schools	Census introductory email from state Child Nutrition directors to SFAs	C.3	1,000	530	1	530	0.0668	35.40	470	1	470	0.0334	15.70	51.10
Initial Census recruitment email from study team to SFAs	C.4			1,000	530	1	530	0.0668	35.40	470	1	470	0.0334	15.70	51.10		
Preparation worksheet	B.3			1,000	500	1	500	0.50	250.00	500	1	500	0.0334	16.70	266.70		
Survey instrument	B.1			1,000	530	1	530	0.50	265.00	470	1	470	0.0501	23.55	288.55		
Frequently asked questions	B.2			1,000	500	1	500	0.25	125.00	500	1	500	0.0334	16.70	141.70		
Reminder email #1	C.5			940	56	1	56	0.0167	0.94	884	1	884	0.0167	14.76	15.70		
Reminder email #2	C.5			884	53	1	53	0.0167	0.89	831	1	831	0.0167	13.87	14.76		
Reminder email #3	C.5			831	50	1	50	0.0167	0.83	781	1	781	0.0167	13.04	13.87		
Reminder email #4	C.5			781	47	1	47	0.0167	0.78	734	1	734	0.0167	12.26	13.04		
Reminder email #5	C.5			734	44	1	44	0.0167	0.74	690	1	690	0.0167	11.52	12.26		
Reminder email #6	C.5			690	41	1	41	0.0167	0.69	648	1	648	0.0167	10.83	11.52		
Reminder email #7	C.5			648	39	1	39	0.0167	0.65	610	1	610	0.0167	10.18	10.83		
Reminder email #8	C.5			610	37	1	37	0.0167	0.61	573	1	573	0.0167	9.57	10.18		
Reminder emails from State Child Nutrition Directors to SFAs	C.7			1,000	530	2	1,060	0.0167	17.70	470	2	940	0.0167	15.70	33.40		
Reminder letter from study team to SFAs	C.8	500	360	1	360	0.0334	12.02	140	1	140	0.0167	2.34	14.36				
Follow-up telephone script	C.9	573	115	2	229	0.0167	3.83	458	1	458	0.0167	7.66	11.48				
Subtotal (Not for profit)				1,000	530	9	4,606	0.16	750.49	470	20.63	9,698	0.02	210.06	960.55		
TOTAL REPORTING BURDEN				19,065	13,325	8	100,716	0.15	15,079	5,740	29.84	171,300	0.02	3,611	18,690		

Notes:
* For the totals in the column labeled "Estimated number of non-respondents," only those who will never respond are counted as unique non-respondents.

Total Respondents 19,065
Total Responses 272,016