

Summary of Information Collections		Title of Information Document						OMB No.				
		Federal Collection Methods for Food Stamp Program Recipient						0584-0446				
IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS		ANNUAL BURDEN										
SECTION OF REG	DESCRIPTION	FORM NO(s) (If "none" so state)	REPORTING					RECORDKEEPING				
			NO. OF RESPON- DENTS	NO. OF RESPONSES PER	TOTAL ANNUAL RESPONSES	HOURS PER RESPONSE	TOTAL HOURS (Col. f & g)	NO. OF RECORD- KEEPERS	ANNUAL RECORDS PER	TOTAL RECORDS PER	HOURS PER RECORD	TOTAL RECORD- KEEPING
Households (Debtors)												
A. Due-Process Notice Requirements												
	Reading State Issued Notice	n/a	237,014	1.00	237,014	0.08	19,790.67					
	Informal Inquiries to State	n/a	16,591	1.00	16,591	0.25	4,147.75					
	Formal Appeals to State	n/a	1,421	1.00	1,421	0.50	710.50					
	Reading FNS issued letter to Federal employees	n/a	3,000	1.00	3,000	0.0835	250.5					
	Phone Inquires and informal appeals for FNS letter	n/a	900	1.00	900	0.25	225					
	Formal appeals to FNS	n/a	20	1.00	20	0.5	10					
Totals			237,014	1.09	258,946	0.09706432615	25,134.42					
State Agencies												
A. Due-Process Notice Requirements												
	State Notice Production	n/a	53	4,471.96	237,014	0.02	3,958.13					
	Responding to State Phone/informal Inquires	n/a	53	313.04	16,591	0.25	4,147.75					
	Responding to State Formal Appeals	n/a	53	26,811.32	1,421	0.50	710.50					
	Providing documents for formal appeals to FNS	n/a	53	0.3773584	20	0.5	10					
B. State Agency Reporting												
	Certification Letter	n/a	53	1.00	53	0.50	26.50					
C. TOP Automated Data Processing												
	System Compatibility File	n/a	53	1.00	53	11.50	609.50					
	Address File	n/a	53	8.00	424	1.63	693.07					
	Collections File	n/a	53	8.00	424	6.50	2,756.00					
	State Agency Profile	n/a	53	1.00	53	0.25	13.25					
	Testing New System	n/a	5	1.00	5	7.00	35.00					
	Weekly Files	n/a	53	52.00	2,756	1.50	4,134.00	53	52	2,756	0.25	689.00
	Weekly Files - Post TOP Data	n/a	53	52.00	2,756	1.50	4,134.00					
Totals			53	4,935.28	261,570	0.08	21,227.70					
Overall Totals			237,067	2.20	520,516	0.09	46,362			2,756	0.25	689

TOTAL NO. RESPONDENTS	237,067	83-I 13(a)	Total (d) - Respondent is only counted once	(237014/Debtor + 53/SA = 237067 Respondents)
AVERAGE NO. OF RESPONSES PER RESPONDENT	2.20		Total (f)/Total (d) = Total (e)	
TOTAL ANNUAL RESPONSES	521,205	83-I 13 (b)	Total (f) + total (k) = Sum	
AVERAGE HOURS PER RESPONSE	0.09		Total (h)/Total (f) = Total (g)	
TOTAL ANNUAL BURDEN (Annual Hours Requested)	47,051	83-I 13(c)	Total (h) + Total (m) = Sum	
CURRENT OMB INVENTORY	47,601	83-I 13(d)		
DIFFERENCE	-550	83-I 13(e)		

SECTION OF REG	DESCRIPTION	NO. OF RESPONDENTS	NO. OF RESPONSES PER RESPONDENT	TOTAL ANNUAL RESPONSES	HOURS PER RESPONSE
Households (Debtors)					
A. Due-Process Notice Requirements					
273.18(n)(2)	Reading State Issued Notice	249,953	1.00	249,953	0.0835
	Informal Inquiries to State	17,497	1.00	17,497	0.25
	Formal Appeals to State	1,499	1.00	1,499	0.50
	Reading FNS issued letter to Federal employees	2,458	1.00	2,458	0.0835
	Phone Inquires and informal appeals for FNS letter	738	1.00	738	0.25
	Formal appeals to FNS	16	1.00	16	0.5
Totals		272,161	1.00	272,161	0.0969736
State Agencies					
A. Due-Process Notice Requirements					
273.18(n)(2)	State Notice Production	53	4,716.10	249,953	0.0167
	Responding to State Phone/informal Inquires	53	330.13	17,497	0.25
	Responding to State Formal Appeals	53	28.28	1,499	0.50
	Providing documents for formal appeals to FNS	53	0.31	16	0.50
B. State Agency Reporting					
273.18(n)(1)(ii)	Certification Letter	53	1.00	53	0.50
State Agency Total		53	5,075.81	269,018	0.03
C. TOP Automated Data Processing/3rd Party Reporting					
273.18(n)(1) 273.18(n)(4)	System Compatibility File	53	1.00	53	11.50
	Address File	53	8.00	424	1,6346
	Collections File	53	8.00	424	6.50
	State Agency Profile	53	1.00	53	0.25
	Testing New System	5	1.00	5	7.00
	Weekly Files	53	52.00	2,756	1.50
	Weekly Files - Post TOP Data	53	52.00	2,756	1.50
	Total 3rd Party Reporting				
Totals		53	5,197.91	275,489	0.08
Overall Totals		272,214	2.01	547,650	0.09

	RECORDKEEPING			
NO. OF RECORD-KEEPERS	ANNUAL RECORDS PER	TOTAL RECORDS PER	HOURS PER RECORD	TOTAL RECORD-KEEPING
53	52	2,756	0.25	689.00

TOTAL ANNUAL BURDEN HOURS	hourly cost to respondent	estimated cost to respondent	with fully loaded wage
20,871.10	\$ 7.25	\$ 151,315.50	
4,374.19	\$ 7.25	\$ 31,712.87	
749.29	\$ 7.25	\$ 5,432.34	
205.28	\$ 7.25	\$ 1,488.25	
184.38	\$ 7.25	\$ 1,336.75	
8.19	\$ 7.25	\$ 59.41	
26,392.43	\$ 7.25	\$ 191,345.12	\$ 254,489.01
4,174.22	\$ 11.40	\$ 47,586.12	
4,374.19	\$ 11.40	\$ 49,865.75	
749.29	\$ 11.40	\$ 8,541.89	
8.19	\$ 11.40	\$ 93.42	
26.50	\$ 11.40	\$ 302.10	
9,332.39	\$ 11.40	\$ 106,389.27	\$ 141,497.73
609.50	\$ 11.40	\$ 6,948.30	
693.07	\$ 11.40	\$ 7,901.00	
2,756.00	\$ 11.40	\$ 31,418.40	
13.25	\$ 11.40	\$ 151.05	
35.00	\$ 11.40	\$ 399.00	
4,134.00	\$ 11.40	\$ 47,127.60	
4,134.00	\$ 11.40	\$ 47,127.60	
12,374.82	\$ 11.40	\$ 141,072.95	\$ 187,627.03
21,707.21	\$ 11.40	\$ 247,462.23	\$ 329,124.76
48,099.64		\$ 438,807.35	\$ 583,613.77

268,965
541,126
35,698.32
1,737.52

hourly cost to respondent	estimated cost	estimated cost with fringe benefits	
\$ 11.40	\$ 7,854.60	\$ 10,446.62	

47051

48,788.64

\$ 339,571.38 \$ 344,150.84
\$ 839,571.38

SECTION OF REG	DESCRIPTION	NO. OF RESPONDENTS	NO. OF RESPONSES PER RESPONDENT	TOTAL ANNUAL RESPONSES	HOURS PER RESPONSE
Households (Debtors)					
A. Due-Process Notice Requirements					
273.18(n)(2)	Reading State Issued Notice	249,953	1.00	249,953	0.0835
	Informal Inquiries to State	17,497	1.00	17,497	0.25
	Formal Appeals to State	1,499	1.00	1,499	0.50
	Reading FNS issued letter to Federal employees	2,458	1.00	2,458	0.0835
	Phone Inquires and informal appeals for FNS letter	738	1.00	738	0.25
	Formal appeals to FNS	16	1.00	16	0.5
Totals		272,161	1.00	272,161	0.0969736
State Agencies					
A. Due-Process Notice Requirements					
273.18(n)(2)	State Notice Production	53	4,716.10	249,953	0.0167
	Responding to State Phone/informal Inquires	53	330.13	17,497	0.25
	Responding to State Formal Appeals	53	28.28	1,499	0.50
	Providing documents for formal appeals to FNS	53	0.31	16	0.50
B. State Agency Reporting					
273.18(n)(1)(ii)	Certification Letter	53	1.00	53	0.50
C. TOP Automated Data Processing					
273.18(n)(1) 273.18(n)(4)	System Compatibility File	53	1.00	53	11.50
	Address File	53	8.00	424	1.6346
	Collections File	53	8.00	424	6.50
	State Agency Profile	53	1.00	53	0.25
	Testing New System	5	1.00	5	7.00
	Weekly Files	53	52.00	2,756	1.50
	Weekly Files - Post TOP Data	53	52.00	2,756	1.50
Totals		53	5,197.91	275,489	0.08
Overall Totals		272,214	2.01	547,650	0.09

RECORDKEEPING				
NO. OF RECORD-KEEPERS	ANNUAL RECORDS PER	TOTAL RECORDS PER	HOURS PER RECORD	TOTAL RECORD-KEEPING
53	52	2,756	0.25	689.00

TOTAL ANNUAL BURDEN HOURS	hourly cost to respondent	estimated cost to respondent	with fully loaded wage
20,871.10	\$ 7.25	\$ 151,315.50	
4,374.19	\$ 7.25	\$ 31,712.87	
749.29	\$ 7.25	\$ 5,432.34	
205.28	\$ 7.25	\$ 1,488.25	
184.38	\$ 7.25	\$ 1,336.75	
8.19	\$ 7.25	\$ 59.41	
26,392.43	\$ 7.25	\$ 191,345.12	\$ 254,489.01
4,174.22	\$ 11.33	\$ 47,293.92	
4,374.19	\$ 11.33	\$ 49,559.56	
749.29	\$ 11.33	\$ 8,489.44	
8.19	\$ 11.33	\$ 92.85	
26.50	\$ 11.33	\$ 300.25	
609.50	\$ 11.33	\$ 6,905.64	
693.07	\$ 11.33	\$ 7,852.49	
2,756.00	\$ 11.33	\$ 31,225.48	
13.25	\$ 11.33	\$ 150.12	
35.00	\$ 11.33	\$ 396.55	
4,134.00	\$ 11.33	\$ 46,838.22	
4,134.00	\$ 11.33	\$ 46,838.22	
21,707.21	\$ 11.33	\$ 245,942.72	\$ 327,103.82
48,099.64		\$ 437,287.84	\$ 581,592.83

268,965
541,126
35,698.32
1,737.52

Hourly cost

total

47051

48,788.64

TOP 60 Day Notice Burden

Based on average number of records for claims States sent to TOP for calendar years 2012

agencies will produce and hhs will read: HH STATE

so

phone and informal inquiries HH STATE

appeals HH STATE

additional notices to Fed employees regarding offset of salary HH

30 percent will result in phone inquiry HH

20 (?) result in formal appeal HH, STATE

so, totals

hh responses

state responses

TOP 60 Day Notice Burden

Based on average number of records for claims States sent to TOP for calendar years 2016

agencies will produce and hhs will read:

and FNS will send this many to fed employees

TOP State level submissions

0.5 hours per state agency

26.5

didn't change

TOP AUTOMATED DATA PROCESSING Burden

didn't change

12374.82 for reporting

689 for recordkeeping - 52 weeks per SA, 15 mins each

Past Changes

2012

2015

,2013,2014

			2019	2022
237014		4471.962	305,020	249,953
16591	0.0700000843832	313.0377	21351.43	17496.75
1421	0.0059954264305		1828.725	1498.577
3000	0.0098354206282			2458.396
900				737.5189
20	0.0222222222222			16.38931
258946	258946			
255046	255046			

, 2017, 2018

689

60 day notice portion	state level submit	adp	total	estimated notices
-1803.55	0	0	47600.6	240,901
-549.48	0	0	47051	237014
			-549.6	

2012	
240,901	
16863	0.07
1445	0.005998

Debts added to TOP		TOP Collections
2009	198,654	\$94,686,415.44
2010	271,360	\$89,417,529.39
2011	252,731	\$109,393,275.67
2012	240,833	\$124,792,648.86
2013	240,833	\$126,390,808.63
2014	284,815	\$140,948,441.85
2015	271,762	\$160,706,300.37
2016	280,018	\$170,682,666.32
2017	373,002	\$189,847,063.17
2018	295,296	\$216,733,984.84

Debts added	
2009	198,654
2010	271,360
2011	252,731
2012	240,833
2013	240,833
2014	284,815
2015	271,762
2016	280,018
2017	373,002
2018	295,296
2019	284,338
2020	170,226
2021	71,329

2012 Notice:

2009, 2010, 2011 average:
240901

According to above data:
240,915

2015 Notice:

2012, 2013, 2014 average:
237014

255,494

2019 Notice:

2015, 2016, 2017, 2018 average:

305,020

15, 16, 17:

308,261

16, 17, 18:

316,105

2022 Notice:

249,953

ed to TOP	TOP Collections
	\$94,686,415.44
	\$89,417,529.39
	\$109,393,275.67
	\$124,792,648.86
	\$126,390,808.63
	\$140,948,441.85
	\$160,706,300.37
	\$170,682,666.32
	\$189,847,063.17
	\$216,733,984.84
	\$215,044,128.14
	\$178,438,244.73
	\$155,761,713.45

2015	271,762
2016	280,018
2017	373,002
2018	295,296

305,020