

OMB Control #0584-0006
7 CFR Part 210 - National School Lunch Program

Reporting

Program Rule	CFR Citation	Title	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Due to Program Change	Total Difference
State and Local Government Level										
State Agency										
	226.4(j)	SAs may submit plan to FNS for additional audit funding.	8	1	8	4	32	0	32.00	32
	226.6(k)(11)(iii)	SA to submit, for FNS review, information supporting a request for a reduction in the State's liability, a reconsideration of the State's liability, or an exception to the 60-day deadline, for exceptional circumstances.	5	1	5	4	20	0	20.00	20
	226.6 (b)(4)(ii)	State agency must consult with FNS prior to any taking action to terminate for convenience.	56	1	56	0.50	28	0	28.00	28
	226.6(m)(6)	SAs to conduct reviews every two years for sponsoring organizations with less than 100 facilities and conduct activities other than the CACFP or are at risk of having serious management problems.	56	20	1120	4.00	4480	0	4480.00	4480
	226.7(b)(1)	Have procedures in place for annually reviewing at least one month of the sponsoring organization's bank account activity against other associated records to verify that the transactions meet program requirements.	56	1	56	1.00	56	0	56.00	56
	226.7(b)(1)(ii)	State agency must have procedures for annually reviewing a sponsoring organization's actual expenditures of CACFP funds and the amount of meal reimbursement funds retained from unaffiliated centers.	56	1	56	1.00	56	0	56.00	56
	226.25(j)	State agencies must notify SFAs of fines and submit a copy of the notice to FNS.	56	0.09	5.04	3.00	15.12	0	15.12	15
	226.6(b)(2)	SAs must review annual certification of an institution's eligibility to continue participating in CACFP (replaces the renewal application process).	56	390	21,840	0.334	7,295	10,920	-3625.44	-3625
	226.6(m)(3)(ix)	The State agency is required to assess the timing of each sponsoring organization's reviews of day care homes and sponsored centers.	56	390	21,840	0.167	3,640	0	3640.00	3640
	226.6(p)	The SA must develop/revise and provide a sponsoring organization agreement between sponsor and facilities, which must have standard provisions.	56	1	56	6.00	336	0	336.00	336
	226.12(a)	SAs must multiply the appropriate administrative reimbursement rate by the number of day care homes submitting claims for reimbursement during the month, to determine the amount of payment that sponsoring organizations will receive.	56	11	623	0.167	104	0	103.83	104
	226.7(g)(2)	State agency must review the budget and supporting documentation prior to approval, for sponsoring organizations of day care homes seeking to carry over administrative funds.	56	11	623	1.00	623	0	623.00	623

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226.7(j)	State agency must establish procedures to recover administrative funds from sponsoring organizations of day care homes that are not properly payable under FNS Instruction 796-2, administrative funds that are in excess of the 10 percent maximum carryover amount, and carryover amounts that are not expended or obligated by the end of the fiscal year following the fiscal year in which they were received.	56	1	56	2.00	112	0	112.00	112
225.6 (i)	State agency must consult with FNS prior to taking any action to terminate for convenience.	53.00	1.00	53.00	0.50	26.50	0.00	26.50	26.50
225.18(k)	State agencies must notify SFAs of fines and submit a copy of the notice to FNS.	53.00	0.09	4.77	3.00	14.31	0.00	14.31	14.31
210.18(i)(3)	SA notifies SFAs in writing of review findings, corrective actions, deadlines, and potential fiscal action with grounds and right to appeal.	56	68	3,808	8.00	30,464	50624	-20160.00	-20160
210.5(d)(3)	SAs submit an annual report to FNS detailing the disbursement of performance-based reimbursement to SFAs (in FPRS).	56	1	56	0.25	14	56	-42.00	-42
210.18(c)(2)	SAs with a review cycle longer than 3-years submit a plan to FNS describing the criteria that it will use to identify high-risk SFAs for targeted follow-up reviews.	56	1	56	8.00	448	0	448.00	448
210.21(h)	State agencies must complete procurement training requirements annually.	56	1	56	1.00	56	0	56.00	56
210.26(b)(4)	SAs must notify SFAs of fine and specific violations or actions that constituted the fine, and of appeal rights and procedures; submit a copy of the notice to FNS.	56	0.09	5.04	3.00	15.12	0	15.12	15
State Agency Level Total		56.00	899.69	50,382.85	0.95	47,834.44	61,600.00	-13,766	-13,766
Local Governments									
Sponsoring Organizations/School Food Authority/Local Education Agency Level									
226.7(b)(1)	Sponsoring organizations have to annually provide State agencies with bank account activity against other associated records to verify that the transactions meet program requirements.	3,257	1	3,257	0.25	814	0	814	814
226.7(b)(1)(i)	Sponsoring organizations must provide State agency with actual expenditures of CACFP funds and the amount of meal reimbursement funds retained from unaffiliated centers to support the sponsoring organization's administrative costs.	32	1	32	1	32	0	32	32
226.6(b)	Each participating institution must submit annual updates to continue its participation (annual certification of information, updated licensing information, and a budget).	3257	1	3,257	0.33	1,088	1629	-541	-541
226.6(p), 226.17(e),(f), 226.17a(f), 226.19(d), and 226.19a(d)	Sponsoring organizations must enter into permanent agreements with their unaffiliated centers.	32	10	320	0.50	160	0	160	160

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	226.6(f)(1)(iv)	Sponsoring organizations of day care homes seeking to carry over administrative funds must submit an amended budget, to include an estimate of requested administrative fund carryover amounts and a description of proposed purpose for which those funds would be obligated or expended.	83	1	83	1.00	83	0	83	83
	226.25	SFAs may appeal the State agency's determination of fines. SFAs must submit to the State agency any pertinent information, explanation, or evidence addressing the Program violations identified by the State agency.	5	1	5	8.00	40	0	40	40
	226.23(e)(1)(vii)	If a tier II day care home elects to assist in collecting and transmitting the applications to the sponsoring organization, sponsoring organizations must establish procedures to ensure the provider does not review or alter the application	83	1	83	1.00	83	0	83	83
	225.18(k)	SFAs may appeal State agency's determination of fines. SFAs must submit to the State agency any pertinent information, explanation, or evidence addressing the Program violations identified by the State agency. Any SFA seeking to appeal the State agency determination must follow State agency appeal procedures.	5.00	1.00	5.00	8.00	40.00	-	40.00	40.00
	210.15(a)(3) & 210.18(j)(2)	SFA submits to the SA a written response to reviews documenting corrective action for Program deficiencies.	3,804	1	3,804	8.00	30,430	50,720	-20,290	-20,290
	210.21(h)	SFAs must complete procurement training requirements annually.	19,019	1	19,019	1.25	23,774	0	23,774	23,774
	210.26(b)(5)	SFAs may appeal SA's determination of violations and fines. SFAs must submit to the State agency any pertinent information, explanation, or evidence addressing the Program violations identified by the SA. Any SFA seeking to appeal the SA determination must follow SA appeal procedures.	5	1	5	8.00	40	0	40	40
Local Level Total			19,019	1,571	29,870	1.89	56,584	52,349	4,236	4,236
Business Level (Institutions)										
	226.7(b)(1)(i)	Sponsoring organizations have to annually provide State agencies with bank account activity against other associated records to verify that the transactions meet program requirements.	18,601	1	18601	0.25	4650	0	4650	4650
	226.7(b)	Sponsoring organizations must provide State agency with actual expenditures of CACFP funds and the amount of meal reimbursement funds retained from unaffiliated centers to support the sponsoring organization's administrative costs.	1,030	1	1030	1	1030	0	1030	1030
	226.6(b)	Each participating institution must submit annual updates to continue its participation (annual certification of information, updated licensing information, and a budget).	18,601	1	18601	0.33	6213	9301	-3088	-3088
	226.6(p), 226.17(e),(f), 226.17a(f), 226.19(d), and 226.19a(d)	Sponsoring organizations must enter into permanent agreements with their unaffiliated centers.	1,030	10	10300	0.5	5150	0	5150	5150

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	226.23(e)(1)(vii)	If a tier II day care home elects to assist in collecting and transmitting the applications to the sponsoring organization, sponsoring organizations must establish procedures to ensure the provider does not review or alter the application	540	1	540	1	540	0	540	540
	226.6(f)(1)(iv)	Sponsoring organizations of day care homes seeking to carry over administrative funds must submit an amended budget, to include an estimate of requested administrative fund carryover amounts and a description of proposed purpose for which those funds would be obligated or expended.	540	1	540	1	540	0	540	540
Total Burden for Businesses (Institutions)			18,601	2.667	49,612	0.37	18,123	9,301	8,822	8,822
Business Level (Facilities)										
	226.18(b)(12)	Tier II day care homes may assist in collecting meal benefit forms from households and transmitting the forms to the sponsoring organization on the household's behalf.	9,321	5.88	54804	0.08	4,576		4576	4576
Total Burden for Businesses (Facilities)			9,321	5.880	54,804	0.08	4,576	0	4,576	4,576
School Level										
School Level Total			-	0.000	-	0.00	-	-	-	-
Total Reporting Burden			46,997	3.93	184,669	0.69	127,118	123,250	3,868	3,868

Attachment A Burden Chart for 0584-0655 Meal Service and Monitoring Requirements in the National School Lunch and School Breakfast Programs

Recordkeeping										
			A	B	C = (A*B)	D	E = (C*D)	F		G =E-F
Program Rule	CFR Citation	Title	Estimated # Record-keepers	Records Per Recordkeeper	Total Annual Records	Estimated Avg. # of Hours Per Record	Estimated Total Hours	Current OMB Approved Burden Hrs	Due to Program Change - Rule	Total Difference
State Agency Level										
	210.18(h)(2)(iv)	SA maintains documentation of LEA/SFA compliance with nutrition standards for competitive foods.	56	68	3,808	0.25	952	1,582	-630	-630
	210.20(b)(6) & 210.18(o)(f)(k,l,m) & 210.23(c)	SA maintains records of all reviews and audits (including Program violations, corrective action, fiscal action and withholding of payments).	56	68	3,808	8.00	30,472	50,638	-20,166	-20,166
	210.20(b)(7) & 210.19(c) & 210.18(o)	SA maintains documentation of fiscal action taken to disallow improper claims submitted by SFAs, as determined through claims processing, reviews, and USDA audits.	56	68	3,808	0.50	1,904	3,164	-1,260	-1,260
	210.18 (c-h)	SA completes and maintains documentation used to conduct Administrative Review.	56	68	3,808	0.50	1,904	3,173	-1,269	-1,269
	210.18 (c)	SA completes and maintains documentation used to conduct targeted Follow Up Administrative Review.	56	23	1,288	16.00	20,608	0	20,608	20,608
	210.15(b)(8)	State agencies must maintain records to document compliance with the procurement training requirements.	56	1	56	0.25	14	0	14	14
	210.26(b)	State agencies must maintain records to related fines and specific violations	56	0.09	5.04	0.25	1.26	0	1.26	1.26
	226.4(j)	SAs to maintain a plan for additional audit funds.	8	1	8	0.5	4	0	4	4
	226.6(m)(6)	Maintain records for reviewing Sponsoring organizations with less than 100 facilities and conduct activities other than the CACFP, or are at risk of having serious management problems every two years	56	20	1120	2	2240	0	2240	2240
State Agency Level Total			56	316	17,709	3.28	58,099	58,557	-458	-458
School Food Authority/Local Education Agency Level										
	210.21(h)	School food authorities must maintain document compliance with the procurement training requirements.	19,019	1	19,019	0.25	4,755	0	4,755	4,755
School Food Authority Level Total			19,019	1	19,019	0.25	4,755	0	4,755	4,755
School Level										
			0	0	0	0	0	0	-	-
School Level Total			0	-	-	-	-	-	0	0
Total Recordkeeping Burden			19,075	1.93	36,728	1.71	62,854	58,557	4,297	4,297

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Public Notification													
				A	B	C=(A*B)	D	E=(C*D)	F				G=E-F
Program Rule	CFR Citation	Title	Form Number	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Due to Authorizing Statute	Due to Program Change - Final Rule	Due to an Adjustment	Total Difference
	210.18(m)(1)	SA must post a summary of the most recent administrative review results of SFAs on the SA website and make a copy available upon request.		56	68	3,808	0.25	952.0	1,582.0		-630		-630
State Agency Level Total				56	68.00	3808	0.25	952	1582	0	-630	0	-630
				0	0	0	0	0	0	0	0	0	0
Local Educational Agency / School Food Authority Level Total				0	0.00	0	0.00	0	0	0	0	0	0
School Level Total				-	-	-		-	-	-	0	-	0
Total Public Notification Burden				56	68.00	3,808	0.25	952	1,582	0	-630	0	-630

SUMMARY OF BURDEN RECORDKEEPING & REPORTING

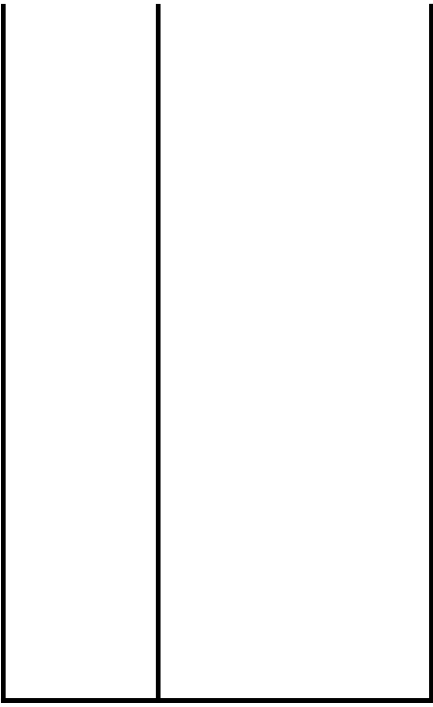
TOTAL NO. RESPONDENTS	46,997
AVERAGE NO. RESPONSES PER RESPONDENT	4.792
TOTAL ANNUAL RESPONSES	225,205
AVERAGE HOURS PER RESPONSE	0.84778026
TOTAL BURDEN HOURS	190,924
CURRENT OMB INVENTORY	0
DIFFERENCE (NEW BURDEN REQUESTED)	190,924

ICR #0584-0655, Child Nutrition Integrity Final Rule

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. DxE)
Recordkeeping					
State Agency Level	56	316	17,709	3.28	58,099
School Food Authority Level	19,019	1	19,019	0.2500	4,755
School Level	-	-	-	-	-
Recordkeeping Total	19,075	1.93	36,728	1.71	62,854
Reporting					
State Agency Level	56	899.69	50,382.85	0.95	47,834.44
Sponsors	19,019	1.57	29,869.80	1.89	56,584
Institutions	18,601	2.67	49,612.00	0.37	18,123
Facilities	9,321	5.88	54,804	0.08	4,576
School Level	-	-	-	-	-
Reporting Total	46,997	3.93	184,669	0.69	127,118
Public Notification					
State Agency Level	56	68	3,808	0.25	952
Local Educational Agency Level	-	-	-	-	-
School Level	-	-	-	-	-
Public Notification Total	56	68	3,808	0.2500000	952
TOTAL BURDEN	46,997	4.79	225,205	0.85	190,924

Date

User Initials



Comments

