Print

U.S. DEPARTMENT OF AGRICULTURE FOOD AND NUTRITION SERVICE	1. STATE	4. TYPE OF SUBMISSION *("X" ONE)*	FOR FNS USE ONLY
REPORT OF SCHOOL PROGRAM OPERATIONS STATE AGENCY: Submit report according to the instructions 30 and 90 days following the month being reported. Send original to the Regional Administrator Food & Nutrition Service.	2. CALENDAR YEAR	A. ☐ **30 - DAY** B. ☐ **60 - DAY** C. ☐ **90 - DAY** D. ☐ **90 - DAY** REVISION NO _____. (1 = 1st rev., 2 = 2nd, etc.) E. ☐ **CLOSEOUT** F. ☐ **OTHER -** *(Describe)*	CALENDAR YEAR MONTH TYPE ☐☐☐☐☐☐☐ STATE CODE ☐☐☐☐☐☐☐

PART A - (Complete Monthly)

ITEM *(Include Residential Child Care Institutions (RCCIs) In Items 5 thru 8.)*		NUMBER OF MEALS AND HALF-PINTS SERVED				
		PAID (A)	FREE (B)	REDUCED PRICE (C)	TOTAL (D)	AVERAGE DAILY MEALS (E)
5. NATIONAL SCHOOL LUNCH PROGRAM a. Total lunches served in the NSLP *(Include all lunches reported in 5b1 and 5b2)*	ACTUAL					
	ESTIMATED					
	TOTAL					
b1. Lunches served in school food authorities that qualify the state for additional payment	ACTUAL					
	ESTIMATED					
	TOTAL					
b2. Lunches served in school food authorities certified for performance-based reimbursement	ACTUAL					
	ESTIMATED					
	TOTAL					
c. Total afterschool snacks served in all approved schools and sites. (Include in Col. B, all free snacks reported in item 5d, below)	ACTUAL					
	ESTIMATED					
	TOTAL					
d. Total afterschool snacks served in area eligible schools and sites	ACTUAL					
	ESTIMATED					
	TOTAL					
6. SCHOOL BREAKFAST PROGRAM a. Total breakfasts served in SBP *(Include schools with severe need)*	ACTUAL					
	ESTIMATED					
	TOTAL					
7. SCHOOL BREAKFAST PROGRAM *(Severe need only)*	ACTUAL					
	ESTIMATED					
	TOTAL					
8. COMMODITY SCHOOLS *(Lunches only)*	ACTUAL					
	ESTIMATED					
	TOTAL					
9. SPECIAL MILK PROGRAM a. Schools *(Include RCCIs*	ACTUAL					
	ESTIMATED					
	TOTAL					
b. Nonresidential Child Care Institutions	ACTUAL					
	ESTIMATED					
	TOTAL					
c. Summer camps	ACTUAL					
	ESTIMATED					
	TOTAL					

NO FURTHER MONIES OR OTHER BENEFITS MAY BE PAID OUT UNDER THESE PROGRAMS UNLESS THIS REPORT IS COMPLETED AND FILED AS REQUESTED BY EXISTING REGULATIONS (7 C.F.R. 210, 215, & 220)

PART B - (Complete Once A Year As Specified)

	ITEM	NUMBER OF MEALS SERVED				
		PAID (A)	FREE (B)	REDUCED PRICE (C)	TOTAL (D)	AVERAGE DAILY MEALS (E)
OCTOBER	**10. REPORT NO. OF MEALS SERVED IN PRIVATE SCHOOLS ONLY**					
	a. National School Lunch Program					
	b. Afterschool snacks (include area eligible snacks reported in 10c.)					
	c. Afterschool snacks served in area eligible schools & sites.					
	d. School Breakfast Program *(include severe need)*					
	e. Severe Need School Breakfast Program					
	11. REPORT NO. OF MEALS SERVED IN RCCIs ONLY					
	a. National School Lunch Program					
	b. NSLP - Snacks					
	c. School Breakfast Program *(include severe need)*					
	d. Severe Need School Breakfast Program					

	OPERATING A PROGRAM THIS MONTH	NATIONAL SCHOOL LUNCH (F)	NSLP SNACKS (All schs & sites; incl. Col. H) (G)	NSLP SNACKS *(Area Elig. Only)* (H)	SCHOOL BREAKFAST *(Inc. Sev. Nd)* (I)	SCHOOL BREAKFAST *(Sev. Nd Only)* (J)	COMMODITY (K)	SPECIAL MILK (L)
OCTOBER	12a. Number of Public Schools							
	b. Membership *(Enrollment)*							
	13a. Number of Private Schools							
	b. Membership *(Enrollment)*							
	14a. Number of Residential Child Care Institutions							
	b. Membership *(Enrollment)*							
	15. NUMBER OF CHILDREN APPROVED FOR: a. Free Lunches - - TOTAL							
	b. Reduced-price Lunches - - TOTAL							
	16. NUMBER OF NONRESIDENTIAL CHILD CARE INSTITUTIONS							
JULY	**17. NUMBER OF SUMMER CAMPS OPERATING A PROGRAM FOR THE MONTH OF JULY ONLY**							

PART C – Seamless Summer Option (SSO) Reporting (Complete Monthly)

ITEM *(Please do not Include Residential Child Care Institutions (RCCIs) in this section. RCCIs should be included in Part A In Items 5 thru 7.)*		NUMBER OF MEALS SERVED (A)	AVERAGE DAILY MEALS (B)
18. SSO LUNCHES a. Congregate lunches	ACTUAL		
	ESTIMATED		
(Include all applicable congregate lunches in c1 and c2 in Total)	TOTAL		
b. Non-congregate lunches	ACTUAL		
	ESTIMATED		
(Include all applicable non- congregate lunches in c1 and c2 in Total)	TOTAL		
c1. Lunches served in school food authorities that qualify the state for additional payment	TOTAL		
c2. Lunches served in school food authorities certified for performance-based reimbursement	TOTAL		
19. SSO SNACKS a. Congregate snacks	ACTUAL		
	ESTIMATED		
	TOTAL		
b. Non-congregate snacks	ACTUAL		
	ESTIMATED		
	TOTAL		
20. SSO BREAKFASTS a. Congregate breakfasts	ACTUAL		
	ESTIMATED		
(Include all applicable congregate breakfasts in c in Total)	TOTAL		
b. Non-congregate breakfasts	ACTUAL		
	ESTIMATED		
(Include all applicable non-congregate breakfasts in c in Total)	TOTAL		
c. SSO BREAKFASTS *(Severe need only)*	TOTAL		
21. SSO SUPPERS a. Congregate suppers	ACTUAL		
	ESTIMATED		
(Include all applicable congregate suppers in c1 and c2 in Total)	TOTAL		
b. Non-congregate suppers	ACTUAL		
	ESTIMATED		
(Include all applicable non- congregate suppers in c1 and c2 in Total)	TOTAL		
c1. Suppers served in school food authorities that qualify the state for additional payment	TOTAL		
c2. Suppers served in school food authorities certified for performance-based reimbursement	TOTAL		

PART D – SSO MONTHLY PARTICIPATION – 90 DAY REPORT ONLY

OPERATING A PROGRAM THIS MONTH	Congregate (A)	Non-Congregate (B)
22. Number of SSO Sponsors		
23. Number of SSO Sites		
24. Number of operating days		

25. REMARKS

☐ I CERTIFY THAT THIS REPORT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF		26. AGENCY
27. SIGNATURE	28. TITLE	29. DATE SIGNED

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB Control Number for this information collection is 0584-0002. The time required to complete this information collection is 2 hours and 15 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

INSTRUCTIONS

(ALL ITEMS SELF-EXPLANATORY UNLESS NOTED BELOW)

For each applicable month, all schools, residential and nonresidential child care institutions, and summer camps known to have operated a program during the month being reported should be accounted for on this report. The 30-day report should include "actual" data from valid claims on hand, and "estimated" data for those claims which have not been validated or received by the reporting due date. In any event, data reported which is not based on valid claim data should represent the best estimate of the reporting office of the actual level of operation. The 30-day report is due in the FNS Regional Office
30 days following the month being reported.

A 60-day report is not required.

The 90-day report containing only valid final claim data must be submitted to the FNS Regional Office within 90 days following the month being reported. The 90-day report must not contain "estimated" data for any item.

For completion of the Form FNS-10, the following reporting schedule should be followed:

1. Items 5 through 9, MONTHLY.
2. Items 10 through 16, ONCE A YEAR, October.
3. Item 17, ONCE A YEAR, July.

If any of the items do not apply to the State Agency's operation, please leave appropriate spaces blank.

DEFINITIONS -SCHOOL MEALS:

1. "Average Daily Meals" is the number of meals served on an average day during the month being reported. It may be determined in accordance with the following example: School A served for 20 days a total of 2,000 meals; 2,000 divided by 20 equals an average of 100 meals served daily. School B served for 16 days a total of 2,400 meals; 2,400 divided by 16 equals an average of 150 meals served daily. School C served for 30 days a total of 1,800 meals; 1,800 divided by 30 equals an average of 60 meals served daily. One hundred (Average daily meals served for School A) plus 150 (Average daily meals served for School B) plus 60 (Average daily meals served for School C) equals 310, total aggregate average daily meals for the three schools.

The reporting office may use any valid method to determine the number of average daily meals. The method chosen however, should provide a result similar to the result obtained in the calculation method cited above. Under normal circumstances, the number of average daily meals should not vary appreciably from one month to the next. If there is any significant monthly change in the number of average daily meals served, it should be explained in the "Remarks" section of the report.

Note: Unless all schools and residential child care institutions in the State have the same number of food service operating days, do not divide total meals served in the State by the number of calendar school days in order to determine the number of average daily meals for the State. This method will result in significant monthly variations in the data reported, and is not an accurate measure of the number of average daily meals.

In addition to the "Paid", "Free", and "Reduced Price" meals reported each month, "Average Daily Meals" is the primary element used by FNS during the fiscal year to project State agency operational levels.

2. A "Commodity School" is a school that does not participate in the NSLP but which operates a nonprofit lunch program and receives donated foods, or receives donated foods and cash or services of a value of up to 5 cents per lunch in lieu of donated food for processing and handling the foods.

3. A "Free Meal" is one which is served to a low-income child determined to be eligible for such meal under the eligibility criteria of the School Food Authority or residential child care institution approved by the State Agency.

4. "Free Milk" is milk served under the Special Milk Program to low-income children determined to be eligible for such milk under the eligibility criteria of the School Food Authority or child care institution approved by the State Agency.

5. Membership (Enrollment) - A pupil is a member of a school from the date he presents himself/herself at school and is placed on the current roll until he/she permanently leaves the school for one of the causes recognized as sufficient by the State. The date of permanent withdrawal should be the date on which it is officially known that the pupil has left school, and not necessarily the first day after the date of last attendance. Membership is obtained by adding the total original entries and the total reentries and subtracting the total withdrawals; it may also be obtained by adding the total number present and the total number absent. This term is also known as the number belonging. This same definition may be applied to residential child care institutions.

Membership should be based on the State agency's best assessment of available records for the month of October. Membership may be determined either by using one operating day or by averaging several or all operating days in October.

6. A "Nonresidential Child Care Institution" is a licensed non-school public or nonprofit private institution providing day care services where children are not maintained in residence.

7. A "Paid Meal" is one which is served to a child who has not been determined to be eligible to receive "free or reduced price meals," as defined herein.

8. A "Reduced Price Meal" is one which is served to a low-income child determined to be eligible for such meal under the eligibility criteria of the School Food Authority or residential child care institution approved by the State Agency. The reduced meal price must be less than the full meal price and must be 40 cents or less for lunches and 30 cents or less for breakfasts.

9. A "Residential Child Care Institution" is a public or licensed nonprofit private organization including but not limited to orphanages, homes for the mentally impaired, etc., where children are maintained in residence.

10. A "School" is an educational unit of high school grade or under operating under public or nonprofit private ownership in a single building or complex of buildings. When separately administered elementary and secondary grade levels are housed in the same building, each is considered a separate school. When both levels are administered as one unit, it should be considered a single school.

11. A "School Food Authority" is the governing body which is responsible for the administration of one or more schools and which has the legal authority to operate a lunch program therein.

12. A school with "severe need" is a school which is approved for School Breakfast Program reimbursement in excess of the specified standard rates of reimbursement.

13. "Total Meals" and "Total Half-pints of Milk" are all free, reduced price, and paid meals and all free and paid milk served during the month being reported to all eligible children participating in the child nutrition programs covered by this report.

14. A "site" is a non-school facility participating under the agreement of a School Food Authority and offering afterschool snacks.

15. "Area eligible" means a school or site located in the attendance area of a school in which at least 50% of the enrolled children are certified eligible for free or reduced price meals.

16. A School Food Authority certified for "Performance based" reimbursement earns an additional National Lunch Program per lunch reimbursement of 6 cents, adjusted annually.

17. “Rural Non-Congregate Sites” – Rural sites which provide non-congregate meal service.

18. “Hybrid Sites” – Rural sites that are approved by the State to provide both congregate and non-congregate meal services.

19. “Operating Day” – The number of days that meals are distributed at a site. For non-congregate meal service, days that meals are distributed via meal pickup or meal delivery are considered operating days.

MONTHLY REPORTING

Note: If complete valid claim data is not available for Items 5 through 9 by the due date, estimates will need to be developed in order to complete the 30-day report. While the reporting office may use whatever methods are most suitable to their needs, the following method is suggested:

For all claims not received for schools and institutions known to be operating a program(s), adjust the most recently received valid claim record available for a full operating month for each reporting unit to the days of operation for the current month. The sum of the estimated outstanding claims should be reported on the "estimated data" line. The sum of the valid claims received should be reported on the "actual data" line. The sum of estimated outstanding claims when added to the tabulation of valid claims actually received should be reported on the "total data" line.

It should be noted that this method may not be appropriate for estimating data for the summer months, the beginning of the fall school term, or any other month affected by inclement weather, strikes, wide-spread illness, etc.

Any estimation method used by the reporting office will be measured by FNS for accuracy. Reporting offices should make reasonable adjustments for any known program growth or decline.

Item

5a. Enter in appropriate columns the total number of lunches served in schools and residential child care institutions to eligible participants. Any lunches served to persons not eligible for program participation or any served that do not meet the Lunch Pattern Requirements are examples of lunches that must not be reported. (Include all lunches reported in 5b.)

5b1. Enter total number of lunches served in school food authorities that qualify the State for additional payment.

5b2. Enter the total number of lunches served in school food authorities certified to receive performance-based reimbursement.

5c. Enter in appropriate columns, the total number of snacks served to eligible children in after school care programs as authorized by regulation. Any snacks served to persons not eligible for program participation or any served that do not meet the meal pattern requirements are examples of snacks that must not be reported.

5d. Enter in Column B, the total number of snacks served free to children in afterschool care programs in area eligible schools and sites. Any snacks served to persons not eligible for program participation or any served that do not meet the meal pattern requirements are examples of snacks that must not be reported.

6. Enter in appropriate columns the number of breakfasts served in schools and residential child care institutions to eligible participants. Include breakfasts served in schools and residential child care centers designated by the State Agency as Severe Need programs. Any breakfasts served to persons not eligible for program participation, or any served that do not meet at least the basic meal requirements are examples of breakfasts that must not be reported.

7. Following the same procedure as for Item 6, report only free and reduced-price breakfasts served in the Severe Need Programs. Those breakfasts should be included in Item 6. Report the total number of free and reduced-price Severe Need breakfasts in Column D of Item 7.

8. Enter in appropriate columns the number of lunches served to eligible participants. Include lunches served in both Commodity schools and Commodity residential child care institutions. Any lunches served to persons not eligible for program participation, or any served that do not meet the requirements as set forth in Part 210.10 of the NSLP regulations, are examples of lunches that must not be reported.

Note: For Items 5, 6, 7, 8, 10, and 11, Column E, compute "Average Daily Meals" in accordance with Definition No. 1.

9. Enter in appropriate columns by applicable outlet unit the number of half-pints of milk served in the Special Milk Program (SMP) to eligible participants. Milk served in non-pricing outlets should be counted as paid milk served. Include SMP milk served in residential child care institutions with milk served in schools.

ONCE-A-YEAR REPORTING FOR THE MONTH OF OCTOBER (90-day report only)

Item

10. Enter in appropriate columns the number of lunches, breakfasts and snacks served in private schools to eligible participants.
Any meals served to persons not eligible for program participation, or any served that do not meet at least the basic meal requirements are examples of meals that must not be reported. For Item 10e, report the total of free and reduced-price Severe Need breakfasts in Column D.

11. Enter in appropriate columns the number of lunches, snacks, and breakfasts served in residential child care institutions to eligible participants. Any meals served to persons not eligible for program participation, or any served that do not meet at least the basic meal requirements are examples of meals that must not be reported. For Item 11d, report the total of free and reduced-price severe need breakfasts in Column D.

12. Enter in appropriate columns the number of public schools participating in the child nutrition programs covered by this report. Report in Column G the total number of public schools and sites serving afterschool snacks, including area eligible schools and sites. Report only the area eligible public schools and sites in Column H. Enter in the appropriate columns the aggregate membership (enrollment) of participating public schools only.

13. Enter in appropriate columns the number of private schools participating in the child nutrition programs covered by this report. Report in Column G the total number of private schools and sites serving afterschool snacks, including area eligible schools and sites. Report only the area eligible private schools and sites in Column H. Enter in the appropriate columns, the aggregate membership (enrollment) of participating private schools only.

14. Enter in appropriate columns the number of residential child care institutions (public and private combined) participating in the lunch, snack, breakfast, commodity, and milk programs and their aggregate membership (enrollment).

15. Enter in Column F the number of children approved for free lunches in public schools, private schools, and RCCIs, and the number of children approved for reduced-price lunches in public schools, private schools, and RCCIs.

16. Enter in Column L the number of nonresidential child care institutions (public and private combined) participating in the Special Milk Program.

ONCE-A-YEAR REPORTING FOR THE MONTH OF JULY

17. Enter in Column L the number of nonprofit summer camps (public and private combined) which served milk in the Special Milk Program during the month of July.

DEFINITIONS – SEAMLESS SUMMER OPERATIONS (SSO)

1) "*Average Daily Meals*" - The number of meals served on an average day during the month being reported. The calculation of average daily meals differs for congregate and non-congregate sites:

Congregate sites:

School A served for 20 days a total of 2,000 meals; 2,000 divided by 20 equals an average of 100 meals served daily. School B served for 16 days a total of 2,400 meals; 2,400 divided by 16 equals an average of 150 meals served daily. School C served for 30 days a total of 1,800 meals; 1,800 divided by 30 equals an average of 60 meals served daily. One hundred (Average daily meals served for School A) plus 150 (Average daily meals served for School B) plus 60 (Average daily meals served for School C) equals 310, total aggregate average daily meals for the three schools.

Non-congregate sites:

- School A operates a pickup site once per week (4 times per month) and distributes 5 days' worth of meals to each child on each of those 4 operating days. School A distributed a total of 2,000 meals during the month. School A will divide 2,000 meals by 4 operating days *and then divide that by 5*. This produces an average daily meal count of 100.
- School B delivers meals to children twice per week on a total of 8 delivery days during the month. On Mondays, School B provides each child with 3 days' worth of meals. On Thursdays, School B provides each child with 4 days' worth of meals. (For purposes of our calculation, School B serves an average of 3 ½ days' worth of meals to each child on each delivery day.) Over the course of the month, School B distributed 2,400 meals. School B will divide 2,400 meals by 8 operating days *and then divide that by 3.5*. This produces an average daily meal count of 85.7.
- School C operates a pickup site 10 times per month and distributes 3 days' worth of meals to each child on each of those 10 operating days. School C distributed a total of 1,800 meals during the month. School C will divide 1,800 meals by 10 operating days *and then divide that by 3*. This produces an average daily meal count of 60.
- Average daily meals across the three schools totals 245.7 for the month (rounded to 246). This is equal to 100 for School A plus 85.7 (rounded to 86) for School B plus 60 for School C.

The State agency may use any valid method to determine the number of average daily meals; however, it should provide a result like the result obtained in the calculation method cited above. Under normal circumstances, the number of average daily meals should not vary appreciably from one month to the next. If there is any significant monthly change in the number of average daily meals served, it should be explained in the "Remarks" section of the report.

2) "Actual – Meals for which claims have been approved for the reimbursement for the month.

3) "Estimated" – Projection of the number of meals that were served and are expected to be approved for reimbursement for which claims have not been received or approved by the reporting due date.

4) "Total" – The sum of ACTUAL and ESTIMATED data.

5) "Non-Congregate Sites" – Rural sites which provide non-congregate meal service.

6) "Operating Day" the number of days that meals are distributed at a site. For non-congregate meal service, days that meals are distributed via meal pickup or meal delivery are considered an operating day.

Part C- COMPLETE MONTHLY

For all meal types, report non-congregate meals in the month that they are distributed. If, for example, a site issues 10 days' worth of meals to children on the last day of July, the sponsor will report all of those meals in its July total; the sponsor will not report any of those meals in its August total.

Note: Estimates will need to be developed to complete the 30-day report.

Item

18. – SSO Lunches

(a) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO lunches served in Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B).

(b) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO lunches served in Non-Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B). Note that the calculation of average daily meals for non-congregate sites differs from the calculation for congregate sites. See the definition at the top of this page.

(c1) Enter total number of lunches served in school food authorities that qualify the State for additional payment.

(c2) Enter the total number of lunches served in school food authorities certified to receive performance-based reimbursement.

19. – SSO Snacks

(a) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO snacks served in Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B).

(b) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO snacks served in Rural Non-Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B). Note that the calculation of average daily meals for non-congregate sites differs from the calculation for congregate sites. See the definition at the top of this page.

20. – SSO Breakfasts

(a) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO breakfasts served in Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B).

(b) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO breakfasts served in Rural Non-Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B). Note that the calculation of average daily meals for non-congregate sites differs from the calculation for congregate sites. See the definition at the top of this page.

(c) Report the total number of free Severe Need SSO breakfasts in row C.

21. – SSO Suppers

(a) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO suppers served in Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B).

(b) Enter the ACTUAL, ESTIMATED, AND TOTAL number of SSO suppers served in Rural Non-Congregate Settings in column NUMBER OF MEALS SERVED (A) and TOTAL in column AVERAGE DAILY MEALS (B). Note that the calculation of average daily meals for non-congregate sites differs from the calculation for congregate sites. See the definition at the top of this page.

(c1) Enter total number of suppers served in school food authorities that qualify the State for additional payment.

(c2) Enter the total number of supper served in school food authorities certified to receive performance-based reimbursement.

Part D- 90 DAY REPORT ONLY

22. – Number of SSO Sponsors

Enter the total number of sponsors operating congregate SSO in Column (A) and total number of sponsors operating Non-Congregate in Column (B). If they operate both, report the sponsor in both Column (A) and Column (B).

23. – Number of SSO Sites

Enter the total number of sites operating congregate SSO in Column (A) and total number of sponsors operating Non-Congregate in Column (B). If they operate both, report the site in both Column (A) and Column (B).

24. – SSO Operating Days

Enter the total number of operating days for SSO sites serving meals in congregate settings in Column (A).

Enter the total number of operating days for SSO sites serving meals in rural- non-congregate settings in Column (B).

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB Control Number for this information collection is 0584-0594. The time required to complete this information collection is 2 hours and 15 minutes per response. Including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.