

Respondent category	Type of respondents	Instruments
State, Local, and Tribal Government		
State government	SNAP State director	Pretesting of SNAP State agency interview protocol
		Notification email from FNS to SNAP State directors
		Overall project summary
		Email to SNAP State directors launching survey
		Survey frequently asked questions
		Web-based survey completion
		Document collection guide
		Survey reminder email
		Phone script for nonresponse follow-up
		Second email reminder
		Survey completion thank you email
		Document reminder email
		Confirmation email to interview States
		Interview frequently asked questions
		Interview scheduling email
		Interview consent form
		SNAP State agency interview completion
		Key informant interview thank you email
	SNAP State data analyst	Web-based survey completion
		Submission of document review
		Interview consent form
		SNAP State agency interview completion
		Key informant interview thank you email
	SNAP State E&T director	Web-based survey completion
		Interview consent form
		SNAP State agency interview completion
		Key informant interview thank you email
	Interested parties	Pretesting of interested parties interview protocol
Interview consent form		
Interested parties interview completion		
Key informant interview thank you email		
Subtotal for State government staff		

Local government	Local SNAP office director	Pretesting of SNAP local agency interview protocol
		Interview consent form
		SNAP local agency interview completion
		Key informant interview thank you email
	Local SNAP office staff	Pretesting of SNAP local agency interview protocol
		Interview consent form
		SNAP local agency interview completion
		Key informant interview thank you email
	SNAP E&T provider staff	Interview consent form
		SNAP E&T provider interview completion
		Key informant interview thank you email
	Subtotal for local government staff	
Subtotal for State, Local, and Tribal Government		
Businesses (For Profit and Not for Profit)		
Businesses	SNAP E&T provider staff	Pretest SNAP E&T provider interview protocol
		Interview consent form
		SNAP E&T provider interview completion
		Key informant interview thank you email
	Interested parties	Interview consent form
		Interested parties interview completion
		Key informant interview thank you email
	Subtotal for Businesses	
Individuals		
Individuals	Survey pretesters	Pretesting of web-based survey
Subtotal for Individuals		
<b>Total</b>		

Footnotes:

<sup>a</sup>Numbers are always rounded up to the next whole.

<sup>b</sup>Decimal values have been calculated by multiplying the decimal unit value of one minute (.0167).

<sup>c</sup>All hourly wage rates are fully loaded. See Notes sheet for details.

<sup>d</sup>Costs are rounded up to the next whole cent.

Attachments	Respondents						Number of Non-respondents
	Sample Size <sup>a</sup>	Number of respondents	Frequency of response	Total Annual responses	Hours per response <sup>b</sup>	Annual burden (hours)	
D	1	1	1	1	1.50	1.50	0
H.1	53	53	1	53	.0835	4.43	0
H.2	53	53	1	53	.0334	1.77	0
H.3	53	53	1	53	.0501	2.66	0
H.4	53	53	1	53	.0334	1.77	0
C	53	53	1	53	.4175	22.13	0
H.5	53	53	1	53	.668	35.40	0
H.7	53	53	1	53	.0334	1.77	0
H.6	53	53	2	106	.0835	8.85	0
H.8	53	53	1	53	.0334	1.77	0
H.9	53	53	1	53	.0334	1.77	0
H.10	53	53	1	53	.0334	1.77	0
H.11	9	6	1	6	.0835	0.50	3
H.12	9	9	1	9	.0668	0.60	0
H.13	6	6	1	6	0.25	1.50	0
H.14	6	6	1	6	.0835	0.50	0
D	6	6	1	6	1.50	9.00	0
H.15	6	6	1	6	.0334	0.20	0
C	53	53	1	53	.4175	22.13	0
H.5	53	53	1	53	1.00	53.00	0
H.14	6	6	1	6	.0835	0.50	0
D	6	6	1	6	1.50	9.00	0
H.13	6	6	1	6	.0334	0.20	0
C	53	53	1	53	.4175	22.13	0
H.14	6	6	1	6	.0835	0.50	0
D	6	6	1	6	1.50	9.00	0
H.13	6	6	1	6	.0334	0.20	0
G	2	2	1	2	1.00	2.00	0
H.14	6	6	1	6	.0835	0.50	0
G	6	6	1	6	1.00	6.00	0
H.13	6	6	1	6	.0334	0.20	0
	167	167	5.34	891	0.25	223.25	3

E	1	1	1	1	1.00	1.00	0
H.14	12	12	1	12	.0835	1.00	0
E	12	12	1	12	1.00	12.00	0
H.13	12	12	1	12	.0334	0.40	0
E	3	3	1	3	1.00	3.00	0
H.14	24	24	1	24	.0835	2.00	0
E	24	24	1	24	1.00	24.00	0
H.13	24	24	1	24	.0334	0.80	0
H.14	36	36	1	36	.0835	3.01	0
F	36	36	1	36	1.00	36.00	0
H.13	36	36	1	36	.0334	1.20	0
	76	76	2.89	220	0.38	84.42	0
	243	243	4.57	1111	0.28	307.66	3
F	2	2	1	2	1.00	2.00	0
H.14	36	36	1	36	.0835	3.01	0
F	36	36	1	36	1.00	36.00	0
H.13	36	36	1	36	.0334	1.20	0
H.14	6	6	1	6	.0835	0.50	0
G	6	6	1	6	1.00	6.00	0
H.13	6	6	1	6	.0334	0.20	0
	44	44	2.91	128	0.38	48.91	0
C	6	6	1	6	1.50	9.00	0
	6	6	1	6	1.50	9.00	0
	296	293	4.25	1245	0.29	365.57	3

Number of respondents	296
Number of responses per respondent	4.22
Total responses	1,248
Estimated time per response	0.29
Total annual burden hours	366.32

) by the total number of minutes (Conversion of Minutes to Decimals)

Non-Respondents						
Frequency of response	Total Annual responses	Hours per response <sup>b</sup>	Annual burden (hours)	Grand Total Annual Burden Estimate (hours)	Hourly Wage Rate <sup>c</sup>	Total Annualized Cost of Respondent Burden <sup>d</sup>
0	0	0	0	1.50	88.09	132.14
0	0	0	0	4.43	88.09	389.84
0	0	0	0	1.77	88.09	155.94
0	0	0	0	2.66	88.09	233.91
0	0	0	0	1.77	88.09	155.94
0	0	0	0	22.13	88.09	1949.21
0	0	0	0	35.40	88.09	3118.74
0	0	0	0	1.77	88.09	155.94
0	0	0	0	8.85	88.09	779.68
0	0	0	0	1.77	88.09	155.94
0	0	0	0	1.77	88.09	155.94
0	0	0	0	1.77	88.09	155.94
1	3	0.25	0.75	1.25	88.09	110.20
0	0	0	0	0.60	88.09	52.96
0	0	0	0	1.50	88.09	132.14
0	0	0	0	0.50	88.09	44.13
0	0	0	0	9.00	88.09	792.81
0	0	0	0	0.20	88.09	17.65
0	0	0	0	22.13	67.02	1482.99
0	0	0	0	53.00	67.02	3552.06
0	0	0	0	0.50	67.02	33.58
0	0	0	0	9.00	67.02	603.18
0	0	0	0	0.20	67.02	13.43
0	0	0	0	22.13	88.09	1949.21
0	0	0	0	0.50	88.09	44.13
0	0	0	0	9.00	88.09	792.81
0	0	0	0	0.20	88.09	17.65
0	0	0	0	2.00	37.72	75.44
0	0	0	0	0.50	37.72	18.90
0	0	0	0	6.00	37.72	226.32
0	0	0	0	0.20	37.72	7.56
1.00	3	0	0.750	224.00		17506.288

0	0	0	0	1.00	75.69	75.69
0	0	0	0	1.00	72.52	72.67
0	0	0	0	12.00	72.52	870.30
0	0	0	0	0.40	72.52	29.07
0	0	0	0	3.00	72.52	217.57
0	0	0	0	2.00	33.14	66.41
0	0	0	0	24.00	33.14	795.36
0	0	0	0	0.80	33.14	26.57
0	0	0	0	3.01	37.72	113.39
0	0	0	0	36.00	37.72	1357.92
0	0	0	0	1.20	37.72	45.35
0	0	0	0	84.42		3670.30
1.00	3	0	0.750	308.41		21,176.59
0	0	0	0	2.00	37.72	75.44
0	0	0	0	3.01	37.72	113.39
0	0	0	0	36.00	37.72	1357.92
0	0	0	0	1.20	37.72	45.35
0	0	0	0	0.50	37.72	18.90
0	0	0	0	6.00	37.72	226.32
0	0	0	0	0.20	37.72	7.56
0	0	0	0	48.91		1,844.88
0	0	0	0	9.00	88.09	792.81
0	0	0	0	9.00		792.81
1.00	3	0.25	0.750	366.32		23,814.28

**Wage Assumptions**

<b>Respondent Group</b>
SNAP State Director
Data analysis staff
SNAP E&T Director
Local E&T administrators
Local office frontline staff
Interested parties
E&T Provider
Individuals (paid as consultants)

Note: source of wages [https://www.bls.gov/oes/current/oes\\_nat.htm](https://www.bls.gov/oes/current/oes_nat.htm) Using average

<b>Job Category</b>	<b>Code</b>	<b>Average V</b>	<b>Wage Fully Loaded</b>
Management Occupations	11-0000	66.23	88.09
Database Administrators	15-1242	50.39	67.02
Management Occupations	11-0000	66.23	88.09
Other Management Occupations	11-9000	56.91	75.69
Eligibility Interviewers, Government	43-4061	24.92	33.14
Community and social service occu	21-0000	28.36	37.72
Community and social service occu	21-0000	28.36	37.72
Management Occupations	11-0000	66.23	88.09

: hourly wage \* 1.33 (to obtain fully loaded wage)



M	D	D_text
	1	.0167 .0167
	2	.0334 .0334
	3	.0501 .0501
	4	.0668 .0668
	5	.0835 .0835
	6	.1002 .1002
	7	.1169 .1169
	8	.1336 .1336
	9	.1503 .1503
	10	.167 .167
	11	.1837 .1837
	12	.2004 .2004
	13	.2171 .2171
	14	.2338 .2338
	15	0.25 0.25
	16	.2672 .2672
	17	.2839 .2839
	18	.3006 .3006
	19	.3173 .3173
	20	0.334 0.334
	21	.3507 .3507
	22	.3674 .3674
	23	.3841 .3841
	24	.4008 .4008
	25	.4175 .4175
	26	.4342 .4342
	27	.4509 .4509
	28	.4676 .4676
	29	.4843 .4843
	30	0.5 0.5
	31	.5177 .5177
	32	.5344 .5344
	33	.5511 .5511
	34	.5678 .5678
	35	.5845 .5845
	36	.6012 .6012
	37	.6179 .6179
	38	.6346 .6346
	39	.6513 .6513
	40	.668 .668
	41	.6847 .6847
	42	.7014 .7014
	43	.7181 .7181
	44	.7348 .7348
	45	0.75 0.75
	46	.7682 .7682

47	.7849	.7849
48	.8016	.8016
49	.8183	.8183
50	.835	.835
51	.8517	.8517
52	.8684	.8684
53	.8851	.8851
54	.9018	.9018
55	.9185	.9185
56	.9352	.9352
57	.9519	.9519
58	.9686	.9686
59	.9853	.9853
60	1.00	1.00

Pre-test Sample	State	Local Office	Business
Survey			
State Protocol	1 State Director (counted in survey)		
Local Protocol		1 Local Director 3 local staff	
Provider Protocol			2 E&T providers
Interested Party	2 non-SNAP staff		
SUBTOTAL	2	4	2
Study Data collection			
Survey	159		
State Protocol	6 State SNAP Dr 6 State E&T Dr 6 Data manager (counted in survey)		
Local Protocol		12 Local office Dr 24 Local office staff	
Provider Protocol		36 E&T Providers	36 E&T Providers
Interested Party	6 Non-SNAP staff		6 non-profit
SUBTOTAL	165	72	42
TOTAL	167	76	44

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Individuals  
6 consultants

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Individuals

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