

Appendix I: Estimates of the Hour Burden of the Collection of Information Reporting - OMB Control Number 0584-0055
REPORTING

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T		
6	Previously Approved ICR		Review of Regulations		Comparison with Current OMB Inventory													Comparison with OMB Inventory Prior to Expiration		
7	Section of Regulation/Form	Title	Section of Regulation/Form	Title	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Notes		
8			A	B	C	D	E = C x D	F	G = E x F	H	I = G - H	J	K	H	I = G - H	J	K			
9	STATE/LOCAL/TRIBAL GOVERNMENT LEVEL		STATE/LOCAL/TRIBAL GOVERNMENT LEVEL																	
10	State Agencies		State Agencies																	
11	226.6(c)	Federal/State agreement	226.6(c)	SAs that have been approved to administer the Program must enter into written agreement with FNS for the administration of the Program in the State (Federal/State agreement).	19	0	0	1	0	0	0	0	0	0	0	0	0	In this ICR, this burden is 0 hours because the burden for completing the FNS-24 form will be captured under the upcoming renewal of the SAE Funds ICR, OMB #0584-0097.		
12			226.6(d)(1)	SAs must review applications submitted by new institutions.	56	5	280	1	280	280	0	0	0	0	0	0	280	280	Burden of the State agency to review the application of new institutions.	
13			226.6(d)(2)	SAs must review updated documentation submitted by renewing institutions.	56	390	21,840	0.5	10,920	10,920	0	0	0	0	0	0	10,920	10,920	Burden of the State agency to review updated documentation from renewing institutions.	
14	226.6(d)	(3) Notify institution of approval or disapproval of application within 30 days of receipt of a complete application	226.6(d)(3)	SAs must notify an institution of approval or disapproval of its application within 30 calendar days of receipt of a complete application. The agreement shall contain an assurance that the State agency will comply with policy, instructions, guidance, and handbooks issued by FNS.	56	15	840	0.25	210	210	0	0	0	210	0	0	0	0		
15			226.6(d)(4)	SAs must enter into written agreement with an institution that has been approved for participation in the Program (State/Institution agreement).	56	5	280	0.5	140	140	0	0	0	0	0	0	140	140		
16	226.6(c)	Notice of serious deficiency to participating institutions	226.6(c)(1)(iii)(A) 226.6(c)(2)(iii)(A) 226.6(c)(3)(iii)(A) 226.6(c)(6)(ii)(A)	SAs must notify an institution's executive director and chairman of the board of directors that the institution has been determined to be seriously deficient. At the same time the notice is issued, the SAs must add the institution to the SA list, along with the basis for the serious deficiency determination, and provide a copy of the notice to the appropriate FNS Regional Office (FNSRO).	56	10	560	0.25	140	140	0	0	0	140	0	0	0	0		
17			226.6(c)(1)(iii)(B) 226.6(c)(2)(iii)(B) 226.6(c)(3)(iii)(B) 226.6(c)(6)(ii)(B)	SAs must submit a copy of successful corrective action (temporary deferment or serious deficiency determination) notices to FNSRO for new, renewing, and participating institutions.	56	7	392	0.25	98	98	0	0	0	0	0	0	98	98		
18			226.6(c)(1)(iii)(C) 226.6(c)(2)(iii)(C) 226.6(c)(3)(iii)(C) 226.6(c)(6)(ii)(C)	SAs must submit a copy of application denial and proposed disqualification notice to FNSRO.	56	3	168	0.25	42	42	0	0	0	0	0	0	42	42		
19	226.6(c)	Notice of serious deficiency (decision to disapprove new application or renew existing agreement) to institution	226.6(c)(1)(iii)(E) 226.6(c)(2)(iii)(E) 226.6(c)(3)(iii)(E) 226.6(c)(6)(ii)(E)	SAs must submit copies of disqualification notices to the FNSRO for new, renewing, and participating institutions.	56	3	168	0.25	42	42	0	0	0	140	-98	0	-98			
20	226.6(c)	Notice of serious deficiency (decision to disapprove new application or renew existing agreement) to institution	226.6(c)(3)(i)	If a SA holds an agreement with an institution operating in more than one State that has been disqualified from the Program by another SA and has been placed on the National Disqualified List, the SA must terminate the institution's agreement effective no later than 45 days from the date of the institution's disqualification by the other SA.	56	3	168	0.25	42	42	0	0	0	70	-28	0	-28			
21	226.6(c)	Submit copy disqualification notice and supportive documentation to FNSRO	226.6(c)(1)(iii)(E) 226.6(c)(2)(iii)(E) 226.6(c)(3)(iii)(E) 226.6(c)(6)(ii)(E)	SAs must submit copies of disqualification notices and supportive documentation to the FNSRO.	56	3	168	0.25	42	42	0	0	0	70	-28	0	-28			
22			226.6(c)(5)(i)(A)-(B) 226.6(c)(5)(ii)(A)-(B) 226.6(c)(5)(iii)(A)-(B) 226.6(c)(5)(iv)(A)-(B)	SAs must submit copies of proposed suspension of participation notices to the FNSRO.	56	1	56	0.25	14	14	0	0	0	0	0	0	14	14		
23			226.6(c)(6)(ii)(G)	SAs must terminate an institution's agreement no later than 45 days after the date of the institution's disqualification if FNS determines that institution to be seriously deficient and subsequently disqualifies the institution. At the same time the notice of termination is issued, the SA must add the institution to the State agency list and provide a copy of the notice to the appropriate FNSRO.	56	3	168	0.25	42	42	0	0	0	0	0	0	42	42		
24	226.6(c)(8)	(C)(ii) Provide FNSRO the required information of each day care home provider terminated for cause	226.6(c)(8)(C)(ii)	SA must provide the appropriate FNSRO the name, mailing address, and date of birth of each day care home provider whose agreement is terminated for cause, within 10 days of receiving a notice of termination and disqualification from a sponsoring organization.	56	12	672	0.25	168	168	0	0	0	168	0	0	0	0		
25	226.6(d)(1) & 226.6(e)	Establish licensing/compliance review procedures for child care centers, day care homes, outside-school hours care centers and adult day centers	226.6(d)(1) 226.6(e)	SAs must establish licensing/compliance review procedures for child care centers, at-risk afterschool care centers, day care homes, outside-school hours care centers, and adult day centers. Because SAs currently administer the Program in accordance with licensing/compliance review procedures, now the burden associated with this requirement is to revise/update the established procedures, as necessary.	10	1	10	1	10	10	0	0	0	10	0	0	0	0		
26	226.6(f)(3)	Establish alternate procedures for review of institutions for which licensing or approval is not available -	226.6(f)(3)	SAs must establish alternate procedures for review of institutions for which licensing or approval is not available.	10	1	10	3	30	30	0	0	0	30	0	0	0	0		
27			226.6(e)(1)(ix)(A)	SAs must coordinate with the NSLP State agency to ensure the receipt of a list of schools in the State in which at least one-half of the children enrolled are certified eligible to receive free or reduced-price meals.	56	1	56	0.5	28	28	0	0	0	0	0	0	28	28		
28			226.6(f)(1)(i)	SAs must annually inform institutions that are pricing programs of their responsibility to ensure that free and reduced-price meals are served to participants unable to pay the full price.	56	1	56	0.25	14	14	0	0	0	0	0	0	14	14		
29	226.6(f)(1)(ii)	Provide all institutions a copy of the income standards to be used by institutions for determining the eligibility of participants for free and reduced-price meals under the Program	226.6(f)(1)(ii)	SAs must annually provide all institutions a copy of the income standards to be used by institutions for determining the eligibility of participants for free and reduced-price meals under the Program. These standards are provided in Appendix ES, Child Nutrition Programs Income Eligibility Guidelines.	56	1	56	0.50	28	28	0	0	0	28	0	0	0	0		
30	226.6(f)(1)(viii)(A)	Provide day care home sponsoring organizations a list of elementary schools in which at least one-half of the children enrolled receive free/reduced-price meals on an annual basis.	226.6(f)(1)(viii)(A)	SAs must provide day care home sponsoring organizations a list of elementary schools in which at least one-half of the children enrolled receive free/reduced-price meals on an annual basis.	56	11	616	0.25	154	154	0	0	0	210	-56	0	-56			
31	226.6(f)(1)(viii)(D)	Provide day care home sponsors a listing of State-funded programs, participation in which by a parent or child will qualify a meal served to a child in a tier I home for the tier I rate of reimbursement.	226.6(f)(1)(viii)(D)	SAs must provide day care home sponsors a listing of State-funded programs, participation in which a parent or child will qualify for a meal served to a child in a tier I home for the tier I rate of reimbursement on an annual basis.	56	11	616	0.25	154	154	0	0	0	210	-56	0	-56			
32	226.6(f)(1)(viii)(E)	Submit to SNAP SA list of providers receiving Tier I benefits based on SNAP participation	226.6(f)(1)(viii)(E)	SAs must submit to the SNAP SA a list of family day care home providers receiving Tier I benefits on an annual basis.	56	1	56	0.25	14	14	0	0	0	14	0	0	0	0		
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34	226.6(f)(1)(ix)(A)	226.6(f)(1)(ix)(A)	SAs must provide at-risk-after-school care centers and sponsoring organizations the list of schools in which one-half of children enrolled are eligible for free/reduced-price meals on an annual basis.	56	1	56	2	112	112		0	0	14	98		98	
35	226.6(f)(3)(iii)	226.6(f)(3)(iii)	SAs must provide census data to day care home sponsoring organizations.	56	11	616	0.25	154	154		0	0	210	-56		-56	
36	226.6 (h)	226.6(h)	SAs must submit, to the State commodity distribution agency, a list of institutions receiving commodities, by June 1 of each year.	15	1	15	0.25	3.75	4		0	0	3.75	0		0	
37	226.6 (1)	226.6(i)	SAs must develop a standard contract in accordance with section 226.21 for use between institutions and food service management companies. The contract must stipulate the requirements under 226.6(i), as well as adherence to procurement provisions.	56	1	56	1	56	56		0	0	14	42		42	
38	226.6(k)(4)(i)	226.6(k)(4)(i)	SAs must annually submit administrative review (appeal) procedures to all institutions.	56	390	21,840	0.0167	364,7280	365		0.0000	0.0000	351.6352	13.0928		13.0928	
39	226.6(k)(4)(ii)	226.6(k)(4)(ii)	Each SA must submit administrative review (appeal) procedures when applicable action is taken.	56	5	280	0.25	70	70		0	0	70	0		0	
40		226.6(k)(5)(i)	SAs must notify the institution's executive director and chairman of the board of directors, and the responsible principals and responsible individuals, of the action being taken or proposed, the basis for the action, and the procedures under which the institution and the responsible principals or responsible individuals may request an administrative review (appeal) of the action.	56	3	168	0.25	42	42		0	0	0	42		42	
41		226.6(k)(5)(ii)	The Administrative Review Official must acknowledge the receipt of the request for an administrative review (appeal) within 10 days of its receipt of the request.	56	3	168	0.0835	14.0280	14		0	0	0	14		14	
42		226.6(k)(5)(v)	The Administrative Review Official must review documentation submitted to refute the findings contained in the notice of action.	56	3	168	2	336	336		0	0	0	336		336	
43		226.6(k)(5)(vi)	The Administrative Review Official must hold a hearing if requested in the written request for an administrative review (appeal).	56	3	168	4	672	672		0	0	0	672		672	
44		226.6(k)(5)(ix) 226.6(k)(9)	The Administrative Review Official must inform the SA, the institution's executive director, and chairman of the board of directors, and the responsible principals and responsible individuals, of the administrative review's outcome within 60 days of the State agency's receipt of the request for an administrative review.	56	3	168	0.5	84	84		0	0	0	84		84	
45	226.6 (l)	226.6(l)	The SA must establish/revise administrative review (appeal) procedures for day care home providers AND notify the appropriate FNSRO of any change to the procedures or the selected option for offering an administrative review (appeal) to day care home providers.	18	1	18	0.25	4.50	5		0.00	0.00	4.50	0		0	
46	226.6(m)(5)	226.6(m)(5)	SAs must submit to FNSROs, no later than April 1, 2005, the policies and procedures they have developed governing household contracts. Because SAs have already submitted these policies and procedures, now the burden associated with this requirement is to revise/update the established procedures, as necessary.	15	1	15	0.25	3.75	4		0	0	3.75	0		0	
47		226.6(m)(6)	SAs must annually review at least 33.3 percent of all institutions. As part of its conduct of reviews, the SA must assess each institution's compliance with the requirements of 7 CFR 226 pertaining to: recordkeeping; meal counts; administrative costs; FNS instructions and handbooks; facility licensing and approval (if sponsoring organization); participant enrollment and eligibility; Civil Rights requirements; meal service; training and monitoring of facilities (if sponsoring organization); serious deficiency and termination procedures (if sponsoring organization); classification of Tier I and Tier II day care homes (if sponsoring organization); agreements; procurement standards, policies and actions; and all other Program requirements.	56	129	7,224	20	144,480	144,480		0	0	0	144,480		144,480	
48	226.6 (p)	226.6(p)	SAs must develop/revise and provide sponsoring organization agreement between sponsor and facilities.	15	1	15	6	90	90		0	0	3.75	86.25		86.25	
49		226.6(r)	SAs must provide information on the importance and benefits of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and WIC income eligibility guidelines to participating institutions.	56	1	56	0.25	14	14		0	0	0	14		14	
50	226.7 (c)	226.7(c)	Each SA must submit to the FNSRO a written plan for correcting serious deficiencies noted in Management Evaluations/Audits.	28	1	28	5	140	140		0	0	140	0		0	
51	226.7(d) (Form FNS-44)	226.7(d) (Form FNS-44)	SAs must submit CACFP Report to FNS 30 and 90 days following the month being reported.	56	0	0	0	0	0		0	0	0	0		0	The burden is 0 hours because the burden is already captured in the Food Programs Reporting System (FPRS) ICR, information collection with OMB Control Number 0584-0054, Form FNS-44.
52		226.7(e)	SAs must submit an annual plan for the use of State administrative expense funds.	56	1	56	2	112	112		0	0	0	112		112	
53		226.7(g)	SAs must review institutions' budgets on an annual basis.	56	390	21,840	2	43,680	43,680		0	0	0	43,680		43,680	
54	226.7 (h), (i) & (j)	226.7(h) 226.7(i) 226.7(j)	SAs must establish procedures for start-ups, advances, and recovery of over-payments. Annually, SAs revise/edit these policies, as necessary.	10	1	10	2	20	20		0	0	20	0		0	
55	226.7 (k)	226.7(k)	Each SA must process claims for reimbursement to institutions on a monthly basis.	56	12	672	1	672	672		0	0	672	0		0	
56	226.9 (a)	226.9(a)	Each SA must annually assign rates of reimbursement to institutions on the basis of family-size and income information, and national average payment rates.	56	1	56	0.25	14	14		0	0	14	0		0	
57	226.10(e)	226.10(e)	SAs must make adjustments to a final Claim for Reimbursement postmarked and/or submitted to the State agency not later than 60 days following the last day of the full month covered by the claim.	56	12	672	2	1,344	1,344		0	0	1,344	0		0	
58	226.14 (a)	226.14(a)	SAs must notify institutions of disallowed claim and demand repayment.	56	39	2,184	0.0167	36,4728	36		0	0.0000	35.5376	0.9352		0.9352	
59	226.23(i)	226.23(i)	SAs must obtain written consent from children's parents or guardians prior to the use or disclosure of information, if the SA plans to use or disclose information about children eligible for free/reduced-price meals in ways not specified in the regulations.	0	0	0	0	0	0		0	0	0	0		0	
60	226.23(m) (1)	226.23(m)(1) 226.23(m)(2)	SAs should enter into a written agreement with the party requesting children's free and reduced price eligibility information.	0	0	0	0	0	0		0	0	0	0		0	
61	226.24	226.24	Follow the policies and procedures governing title, use, and disposition of equipment obtained by purchase, whose cost was acquired in whole or part with food service equipment assistance funds.	0	0	0	0	0	0		0	0	0	0		0	
62			Subtotal	56	1,496,161	83,785,000	2,448	205,131,229	205,131,229		0.000	0.000	4,200,923	-81,722		200,930,306	
63	Local Government Agencies																
64		226.6(b)(4)	An institution that has been approved for participation in the Program must enter into written agreement with the SA (State/Institution agreement).	42	1	42	0.5	21	21		0	0	0	21		21	
65	226.6 (d)-(e) and 226.6(f)(1)(vi)	226.6(d) 226.6(e) 226.6(f)(1)(vi)	Sponsors and institutions must submit documentation to SAs to demonstrate that facilities are in compliance with licensing approval criteria.	3,257	1	3,257	0.0835	271,9595	272		0.0000	0.0000	261,9185	10,0410		10,0410	
66	226.6(f)(1)(iii)	226.6(f)(1)(iii)	Centers must submit current eligibility information on enrolled participants to be used to calculate reimbursement rate.	3,257	12	39,084	0.50	19,542	19,542		0	0	18,820,488	721,5120		721,5120	
67	226.6(f)(1) (viii)(E)	226.6(f)(1)(viii)(E)	Sponsoring organizations of day care homes must submit annually to the State agency a list of family day care home providers receiving Tier I benefits based on SNAP participation.	83	1	83	0.0167	1,3861	1		0.0000	0.0000	2,0379	-0,6518		-0,6518	
68		226.6(f)(2)(i)	Each participating institution must re-apply to continue its participation at intervals that cannot exceed 36 months.	3,257	1	3,257	0.50	1,628.50	1,629		0.00	0.00	0	1,628.50		1,628.50	

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69	7 CFR 226.6(n)	CACFP Tiering Assessment: FNS and OIG may make investigations at the request of the State agency, or whenever FNS or OIG determines that investigations are appropriate.	226.6(n)	Sponsoring organizations must participate and provide necessary documentation requested as part of investigations.	9	1	9	1.50	13.50	14	0.00	0.00	13.41	0.09		0.09		
70			226.7(g)	Sponsoring organizations must submit an administrative budget to the State agency annually, and independent centers must submit budgets as frequently as required by the State agency.	3,257	1	3,257	0.50	1,628.50	1,629	0.00	0.00	0		1,628.50	1,628.50		
71	226.10 and 226.13 (b)	Report to SA number of meals claimed for reimbursement	226.10 226.13(b)	Sponsors/institutions must report the number of meals claimed for reimbursement to the SA.	3,257	12	39,084	1.67	65,270.28	65,270	0.00	0.00	71,517.8544	-6,247.5744		-6,247.5744		
72			226.10(c)	Sponsoring organizations must submit documentation to verify for profit center eligibility.	1,456	12	17,472	0.50	8,736	8,736	0	0	0		8,736	8,736		
73	226.13 (d)(3)(i) thru (iii)	Establish reimbursement rates for Tier 2 providers with income-eligible children	226.13(d)(3)(i)-(iii)	Sponsoring organizations of family day care homes must establish and provide reimbursement rates for Tier 2 providers with income-eligible children.	83	5	415	0.30	124.75	125	0.00	0.00	183.05	-58.30		-58.30		
74	226.15(b)	New institutions submit application for participation	226.15(b)	New and participating institutions must submit to the SA, with its application, all information required for its approval. The application must demonstrate that the institution has the administrative and financial capability to operate the Program in accordance with the Program regulations.	42	1	42	8	336	336	0	0	298	38		38		
75	226.15(b)	Participating institutions submit documentation required for renewal	226.15(b)	Participating institutions must submit documentation required for renewal to the SA.	3,257	1	3,257	0.25	814.25	814	0.00	0.00	784.1870	30.063		30.063		
76			226.15(g)	Sponsoring organizations of at-risk afterschool care centers must provide information that permits SA to determine eligibility of at-risk afterschool care centers.	3,257	1	3,257	0.25	814.25	814	0.00	0.00	0		814.25	814.25		
77			226.15(n)	Each institution must comply with all regulations issued by FNS and the Department, all instructions and handbooks issued by FNS and the Department to clarify or explain existing regulations, and all regulations, instructions and handbooks issued by the SA that are consistent with the provisions established in Program regulations.	3,257	1	3,257	36	117,252	117,252	0	0	0		117,252	117,252	Handbooks are provided as a reference in Appendix E and include: Appendix E1, 2017 Edition of the Eligibility Manual for School Meals; Appendix E2, At-Risk Handbook; Appendix E3, CACFP Adult Day Care Handbook; Appendix E4, CACFP Duration of Income Eligibility Determinations; Appendix E6, Independent Child Care Centers Handbook; Appendix E8, Crediting Handbook for the CACFP; Appendix E9, Guidance for Management Plans and Budgets - A CACFP Handbook; Appendix E10, Monitoring Handbook for State Agencies - A CACFP Handbook; Appendix E11, Serious Deficiency, Suspension, & Appeals for State Agencies - A CACFP Handbook; Appendix E12, Family Day Care Homes Monitor Handbook; and Appendix	
78			226.15(o)	Institutions must ensure that parents of enrolled children are provided with current information on the benefits and importance of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the eligibility requirements for WIC participation. (Each institution other than outside-school-hours care centers, at-risk afterschool care centers, emergency shelters, and adult day care centers.)	3,257	1	3,257	0.25	814.25	814	0.00	0.00	0		814.25	814.25		
79			226.16(b)	Each sponsoring organization must submit to the SA, with its application, all information required for its approval, and the approval of the facilities under its jurisdiction. The application must demonstrate that the institution has the administrative and financial capability to operate the Program in accordance with the Program regulations.	3,257	0	0	0	0	0	0	0	0	0	0	0	0	
80			226.16(d)(4)(vi)	Sponsoring organizations must provide each center with written notification of the right of the sponsoring organizations, the SA, the Department, and other State and Federal officials to make announced or unannounced reviews of its operations during the center's normal hours of operation, and must also notify sponsored centers that anyone making such reviews must show photo identification that demonstrates that they are employees of one of these entities.	3,257	1	3,257	0.25	814.25	814	0.00	0.00	0		814.25	814.25		
81			226.14(d)(4)(viii)	Sponsoring organizations that discover in a facility conduct or conditions that pose an imminent threat to the health or safety of participating children or the public must immediately notify the appropriate State or local licensing or health authorities and take action that is consistent with the recommendations and requirements of those authorities.	814	1	814	0.25	203.50	204	0.00	0.00	0		203.50	203.50		
82			226.16(f)(3)(i)	Sponsoring organizations must notify the day care home that it has been found to be seriously deficient.	83	1	83	0.25	20.75	21	0.00	0.00	0		20.75	20.75		
83			226.16(f)(4)	Sponsoring organizations must conduct the following activities if State or local health or licensing officials have cited a day care home for serious health or safety violations: (1) immediately suspend the home's CACFP participation prior to any formal action to revoke the home's licensure or approval; (2) notify the day care home that its participation has been suspended, that the day care home has been determined seriously deficient, and that the sponsoring organization proposes to terminate the day care home's agreement for cause; (3) provide a copy of the notice to the State agency.	21	1	21	0.25	5.25	5	0.00	0.00	0		5.25	5.25		
84			226.17(a)(e)	Sponsoring organizations must make written application to the SA for any afterschool care program that it wants to operate as an at-risk afterschool care center.	564	1	564	1	564	564	0	0	0		564	564		
85			226.17(a)(h)	Independent at-risk afterschool care centers or sponsors of at-risk afterschool care centers must advise the SA of any substantive changes to the afterschool care program. Sponsoring organizations that want to add new at-risk afterschool care centers must provide the SA with the information sufficient to demonstrate that the new centers meet the requirements of this section.	564	1	564	0.5	282	282	0	0	0		282	282		
86	226.23	Free and reduced price meal requirements	226.23	Free/reduced-price meal requirements applicable to independent centers and sponsoring organizations.	3,791	1	3,791	0.0167	63.3097	63	0.0000	0.0000	2,0902	61.2195		61.2195	The respondents for this section should only include: 1) independent child care centers, 2) sponsors of centers affiliated and unaffiliated, and 3) sponsors of tier II day care homes. 226.23: The State agency must not enter into a Program agreement with a new institution until the institution has submitted, and the State agency has approved, a written policy statement concerning free and reduced-price meals to be used in all child and adult day care facilities under its jurisdiction.	
87	226.23(i)	Obtain written consent from the child's parents or guardians prior to use or disclosure if using or disclosing information in ways not permitted by statute	226.23(i)	Child care institutions that plan to use or disclose information about children eligible for free/reduced-price meals in ways not specified in the regulations must obtain written consent from children's parents or guardians prior to the use or disclosure.	29	1	29	0.0835	2.4215	2	0.0000	0.0000	2,4239	-0.0024		-0.0024		
88	226.23(m)	Enter into a written agreement with the party requesting children's free and reduced price eligibility information.	226.23(m)	A child care institution should have a written agreement or Memorandum of Understanding (MOU) with programs or individuals receiving eligibility information prior to disclosing children's free and reduced-price meal eligibility information.	29	1	29	0.0835	2.4215	2	0.0000	0.0000	2,4239	-0.0024		-0.0024		
89				Subtotal	3,791	33,812	128,182,000	1,710	219,226,527	219,226,527	0.0000	0.0000	91,887,880	-5,445,603	132,784,250	127,338,647		
90				STATE/LOCAL/TRIBAL GOVERNMENT LEVEL TOTAL	3,847	55,099	211,967,000	2,002	424,357,756	424,357,756	0.0000	0.0000	96,088,803	-5,527,325	333,796,278	328,268,953		
91	BUSINESS LEVEL			BUSINESS LEVEL														
92	Institutions			Institutions														
93			226.6(b)(4)	SA must enter into written agreement with an institution that has been approved for participation in the Program (State/institution agreement).	238	1	238	0.5	119	119	0	0	0		119	119		
94	226.6 (d)-(e) and 226.6(f)(1)(v)	Submit documentation to demonstrate that child care centers, outside-school-hours care centers, at-risk afterschool care centers, day care homes, and adult day care centers are in compliance with licensing/approval criteria.	226.6(d) 226.6(e) 226.6(f)(1)(v)	Sponsoring organizations and institutions must submit documentation to SAs in order to demonstrate that facilities are in compliance with licensing/approval criteria.	18,601	1	18,601	0.0835	1,553,185	1,553	0.0000	0.0000	1,495,9235	57.26		57.26		
95	226.6(f)(1)(iii)	Submit current eligibility information on enrolled participants to be used to calculate reimbursement rate	226.6(f)(1)(iii)	Centers must submit current eligibility information on enrolled participants, in order to calculate a blended rate or claiming percentage in accordance with section 226.9(b).	18,601	12	223,212	0.50	111,606	111,606	0	0	107,492	4,114		4,114		
96	226.6(f)(1) (vii)(E)	Sponsoring organizations of day care homes must submit a list of family day care home providers receiving Tier I benefits based on SNAP participation	226.6(f)(1)(vii)(E)	Sponsoring organizations of day care homes must submit annually a list of family day care home providers receiving Tier I benefits based on SNAP participation.	540	1	540	0.0167	9,0180	9	0.0000	0.0000	11.64	-2.62		-2.62		
97			226.6(f)(2)(i)	Each participating institution must re-apply to continue its participation at intervals that cannot exceed 36 months.	18,601	1	18,601	0.50	9,300.50	9,301	0.00	0.00	0		9,300.50	9,300.50		
98	7 CFR 226.6(n)	CACFP Tiering Assessment: FNS and OIG may make investigations at the request of the State agency, or whenever FNS or OIG determines that investigations are appropriate.	226.6(n)	Sponsoring organizations must participate and provide necessary documentation requested as part of investigations.	51	1	51	1.50	76.50	77	0.00	0.00	76.59	-0.09		-0.09		

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C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
99		226.7(g)	Sponsoring or organizations must submit an administrative budget to the SA annually and independent centers must submit budgets as frequently as required by the SA.	18,601	1	18,601	0.50	9,300.50	9,301		0.00	0.00	0		9,300.50	9,300.50		
100	226.10 and 226.13(b)	226.10 226.13(b)	Report to SA number of meals claimed for reimbursement	226.10 226.15(i)	Sponsoring organizations and institutions must report to the SA the number of meals claimed for reimbursement.	18,601	12	223,212	1.67	372,764.04	372,764		0.00	0.00	408,467.75	-35,703.71	-35,703.71	
101		226.10(c)	Sponsoring organizations must submit documentation to verify for profit center eligibility.	8,314	12	99,768	0.50	49,884	49,884		0	0	0		49,884	49,884		
102	226.13(d)(3)(i) thru (iii)	226.13(d)(3)(i)-(iii)	Establish reimbursement rates for Tier 2 providers with income-eligible children.	540	5	2,700	0.3006	811.62	812		0.00	0.00	1,045.4535	-233.8335		-233.8335		
103	226.15(b)	226.15(b)	New institutions submit application for participation. The application procedures include pre-approval visits and training.	238	1	238	8	1,904	1,904		0	0	1,702	202		202		
104	226.15(b)	226.15(b)	Participating institutions submit documentation required for renewal	18,601	1	18,601	0.25	4,650.25	4,650		0.00	0.00	4,478.8130	171.44		171.44		
105		226.15(g)	Sponsoring organizations of at-risk afterschool care centers must provide information that permits SA to determine eligibility of at-risk afterschool care centers.	18,601	1	18,601	0.25	4,650.25	4,650		0.00	0.00	0		4,650.25	4,650.25		
106		226.15(n)	Each institution must comply with all regulations issued by FNS and the Department, all instructions and handbooks issued by FNS and the Department to clarify or explain existing regulations, and all regulations, instructions and handbooks issued by the SA that are consistent with the provisions established in Program regulations.	18,601	1	18,601	36	669,636	669,636		0	0	0		669,636	669,636	Handbooks are provided as a reference in Appendix E and include: Appendix E1, 2017 Edition of the Eligibility Manual for School Meals; Appendix E2, At-Risk Handbook; Appendix E3, CACFP Adult Day Care Handbook; Appendix E4, CACFP Duration of Income Eligibility Determinations; Appendix E5, Independent Child Care Centers Handbook; Appendix E8, Crediting Handbook for the CACFP; Appendix E9, Guidance for Management Plans and Budgets - A CACFP Handbook; Appendix E10, Monitoring Handbook for State Agencies - A CACFP Handbook; Appendix E11, Serious Deficiency, Suspension, & Appeals for State Agencies & Sponsoring Organizations - A CACFP	
107		226.15(o)	Institutions must ensure that parents of enrolled children are provided with current information on the benefits and importance of the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the eligibility requirements for WIC participation. (Each institution other than outside-school-hours care centers, at-risk afterschool care centers, emergency shelters, and adult day care centers.)	18,601	1	18,601	0.25	4,650.25	4,650		0.00	0.00	0		4,650.25	4,650.25		
108		226.16(b)	Each sponsoring organization must submit to the SA, with its application, all information required for its approval, and the approval of the facilities under its jurisdiction. The application must demonstrate that the institution has the administrative and financial capability to operate the Program in accordance with the Program regulations.	18,601	0	0	0.00	0.00	0		0	0.00	0		0	0.00		
109		226.14(d)(4)(vi)	Sponsoring organizations of centers must provide each center with written notification of the right of the sponsoring organization, the State agency, the Department, and other State and Federal officials to make announced or unannounced reviews of its operations during the center's normal hours of operation, and must also notify sponsored centers that anyone making such reviews must show photo identification that demonstrates that they are employees of one of these entities.	18,601	1	18,601	0.25	4,650.25	4,650		0.00	0.00	0		4,650.25	4,650.25		
110		226.14(d)(4)(viii)	Sponsoring organizations that discover in a facility conduct or conditions that pose an imminent threat to the health or safety of participating children or the public, must immediately notify the appropriate State or local licensing or health authorities and take action that is consistent with the recommendations and requirements of those authorities.	4,650	1	4,650	0.25	1,162.50	1,163		0.00	0.00	0		1,162.50	1,162.50		
111		226.16(0)(3)(i)	Sponsoring organizations must notify the day care home that it has been found to be seriously deficient.	540	1	540	0.25	135	135		0	0	0		135	135		
112		226.16(0)(4)	Sponsoring organizations must conduct the following activities if State or local health or licensing officials have cited a day care home for serious health or safety violations: (1) immediately suspend the home's CACFP participation prior to any formal action to revoke the home's licensure or approval; (2) notify the day care home that its participation has been suspended, that the day care home has been determined seriously deficient, and that the sponsoring organization proposes to terminate the day care home's agreement for cause; (3) provide a copy of the notice to the State agency.	135	1	135	0.25	33.75	34		0.00	0.00	0		33.75	33.75		
113		226.17(a)(e)	Sponsoring organizations must make a written application to the SA for any afterschool care program that it wants to operate as an at-risk afterschool care center.	3,220	1	3,220	1	3,220	3,220		0	0	0		3,220	3,220		
114		226.17(a)(h)	Independent at-risk afterschool care centers or sponsoring organizations of at-risk afterschool care centers must advise the SA of any substantive changes to the afterschool care program. Sponsoring organizations that want to add new at-risk afterschool care centers must provide the SA with the information sufficient to demonstrate that the new centers meet the requirements of this section.	3,220	1	3,220	0.5	1,610	1,610		0	0	0		1,610	1,610		
115	226.23	Free and reduced price meal requirements	226.23	Free/reduced-price meal requirements applicable to independent centers and sponsoring organizations.	21,650	1	21,650	0.0167	361,555.0	362		0.0000	0.0000	11,9378	349,6172		349,6172	The respondents for this section should only include: 1) Independent child care centers, 2) sponsors of centers affiliated and unaffiliated, and 3) Sponsors of Tier II day care homes. 226.23: The State agency must not enter into a Program agreement with a new institution until the institution has submitted, and the State agency has approved, a written policy statement concerning free and reduced-price meals to be used in all child and adult day care facilities under its jurisdiction.
116	226.23(i)	Obtain written consent from the child's parents or guardians prior to use or disclosure if using or disclosing information in ways not permitted by statute.	226.23(i)	Child care institutions that plan to use or disclose information about children eligible for free/reduced-price meals in ways not specified in the regulations must obtain written consent from children's parents or guardians prior to the use or disclosure.	167	1	167	0.0835	13,9445	14		0.0000	0.0000	13,8441	0.1004		0.1004	
117	226.23(m)	Enter into a written agreement with the party requesting children's free and reduced price eligibility information.	226.23(m)	A child care institution should have a written agreement or Memorandum of Understanding (MOU) with programs or individuals receiving eligibility information, prior to disclosing children's free and reduced-price meal eligibility information.	167	1	167	0.0835	13,9445	14		0.0000	0.0000	13,8441	0.1004		0.1004	
118			Subtotal	21,650	33,834	732,516,000	1,709	1,252,116,056	1,252,116,056	0.000	0.000	0.000	524,809,303	-31,045,247	758,352,000	727,306,753		
119	Facilities		Facilities															
120	226.11(i); 226.17(b)(9) and 226.17(a)(p)	Submit daily meal count records to sponsoring organizations monthly	226.11(b)(2) 226.17(a)(p)	Centers must report each month to the SA the total number of Program meals.	69,647	12	835,764	0.25	208,941	208,941		0	0	200,679	8,262		8,262	
121	226.13(d)(1) thru (3) & 226.18(e)	Day care home providers submit daily meal counts to sponsors monthly	226.13(d)(1) 226.13(d)(2) 226.13(d)(3) 226.18(e)	Day care home providers must submit daily meal counts to sponsors monthly.	89,843	12	1,078,116	0.50	539,058	539,058		0	0	683,082	-144,024		-144,024	
122		226.17(d)	A sponsored center must distribute to parents a copy of the sponsoring organization's notice to parents, if so instructed by its sponsoring organization.	69,647	1	69,647	0.25	17,411.75	17,412		0.00	0.00	0		17,411.75	17,411.75		
123		226.18(a)(5)	A day care home must promptly inform the sponsoring organization about any change in the number of children enrolled for care or in its licensing or approval status.	89,843	5	449,215	0.25	112,303.75	112,304		0.00	0.00	0		112,303.75	112,303.75		
124		226.18(a)(14)	A day care home must notify their sponsoring organization in advance whenever they are planning to be out of their home during the meal service period.	89,843	5	449,215	0.25	112,303.75	112,304		0.00	0.00	0		112,303.75	112,303.75		
125			Subtotal	159,490	18,070	2,881,957,000	0.344	990,018,250	990,018,250	0.000	0.000	0.000	883,761,000	-135,762,000	242,019,250	106,257,250		
126			BUSINESS LEVEL TOTAL	181,140	19,954	3,614,473,000	0.620	2,242,134,306	2,242,134,306	0.000	0.000	0.000	1,408,570,303	-166,807,247	1,000,371,250	833,564,003		
127	HOUSEHOLD LEVEL		HOUSEHOLD LEVEL															
128	226.15(c)(2) & 226.17(b) & 226.18(e)	Enrollment documentation shall be updated annually, signed by a parent or legal guardian, and include information on child's normal days & hours of care and the meals normally received while in care	226.15(c)(2) 226.17(b)(8) 226.18(e)	Households must annually update enrollment documentation, signed by a parent or legal guardian, and include information on enrolled children's normal days and hours of care and the meals normally received while in care.	3,599,004	1.59	5,722,416	0.0835	477,821,7661	477,822		0.0000	0.0000	346,942,1136	130,879,6524		130,879,6524	Enrollment forms and free and reduced price documentation are different. This number does not include at-risk and emergency shelters. Those centers don't need enrollment forms.

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REPORTING

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
129			226.23(c)(1)	Households of participants enrolled in institutions, day care home providers who wish to enroll their own eligible children in the Program, and households of all children enrolled in the day care home, as applicable, must apply for free/reduced-price meals. The application must include information on household income.	3,599,004	1.59	5,722,416	0.0835	477,821,766.1	477,822		0.0000	0.0000	0		477,821,766.1	477,821,766.1	Appendix D includes a Household Income Statement Template.
130	226.20(g)(3)	Written request required for food/milk substitutes	226.20(g)	Households must provide a written statement to support the need for substitutions, on a case-by-case basis, for foods and meals for individual participants.	267,355	1	267,355	0.0835	22,324,142.5	22,324		0.0000	0.0000	18,810,531.0	3,513,611.5		3,513,611.5	A memorandum that explains the nutrition requirements for fluid milk and fluid milk substitutes in the Program is included in Appendix E7, Nutrition Requirements for Fluid Milk and Milk Substitutions.
131	HOUSEHOLD LEVEL TOTAL				3,599,004	3.254	11,712,187.720	0.0835	977,967,675	977,967,675	0.000	0.000	0.000	365,752,645	134,393,264	477,821,766	612,215,030	
132																		
133																		
134				SUMMARY OF REPORTING BURDEN	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	
135					A	B	C = A x B	D	E = C x D	F	G = E - F	H = E - F	I = G + H	J	K = E - J	L = E - J	M = K + L	
136				State/Local/Tribal Government Burden	3,847	55,099	211,967,000	2,002	424,357,756	424,357,756	0.000	0.000	0.000	96,088,803	-5,277,325	333,796,278	328,268,953	
137				Business Burden	181,140	19,954	3,614,473,000	0.620	2,242,134,306	2,242,134,306	0.000	0.000	0.000	1,408,570,303	-166,807,247	1,000,371,250	833,564,003	
138				Household Burden	3,599,004	3.254	11,712,187,720	0.084	977,967,675	977,967,675	0.000	0.000	0.000	365,752,645	134,393,264	477,821,766	612,215,030	
139				Total Reporting Burden	3,783,991	4.106	15,538,627,720	0.235	3,644,459,736	3,644,459,736	0.000	0.000	0.000	1,870,411,751	-37,941,309	3,811,969,294	1,774,047,985	

**Appendix I: Estimates of the Hour Burden of the Collection of Information Reporting - OMB Control Number 0584-0055
RECORDKEEPING**

Previously Approved ICR		Review of Regulations		Comparison with Current OMB Inventory					Comparison with OMB Inventory Prior to Expiration					Notes		
Section of Regulation / Form	Title	Section of Regulation/Form	Title	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours		Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change
		A	B	C	D	E = C x D	F	G = E x F	H	I = G - H	J = G - H	K = I + J	L	M = G - L	N = G - L	O = M + N
STATE/LOCAL/TRIBAL GOVERNMENT LEVEL																
State Agencies																
226.6	Collect and maintain on file CACFP agreements, records received from applicant and participating institutions and documentation of administrative review and Program assistance activities, results, and corrective actions.	226.6	SAs must collect and maintain on file CACFP agreements (Federal/State and State/Institutions), records received from applicant and participating institutions, National Disqualified List/State Agency Lists, and documentation of administrative review (appeals) and Program assistance activities, results, and corrective actions.	56	5	280	5	1,400	1,400		0	0	308	1,092		1,092
		226.6(b) 226.6(d) 226.6(m)(5) 226.7(h) 226.7(i), 226.7(j) 226.7(k) 226.7(l) 226.8	SAs must establish and maintain Program procedures, such as procedures to determine the eligibility of institutions, including to conduct pre-approval visits; for monitoring institutions and conducting household contacts; for bid and contracts; to annually review information submitted by institutions; for claims processing and payments; for serious deficiencies; for administrative reviews; and to audit institutions.	56	1	56	16	896	896		0	0	0	896		896
226.6 (n)	Maintain record of findings of irregularities investigations	226.6(n)	Each SA must maintain on file evidence of complaints received or irregularities noted in connection with the operation of the program.	56	21	1,176	1.50	1,764	1,764		0	0	1,764	0		0
		226.7(b) 226.7(m)	SAs must establish and maintain an acceptable financial management system, adhere to financial management standards and otherwise carry out financial management policies in accordance with 2 CFR part 200, subpart D and USDA implementing regulations 2 CFR part 400, part 415, and part 416, as applicable; and FNS guidance to identify allowable Program costs and set standards for institutional recordkeeping and reporting.	56	1	56	80	4,480	4,480		0	0	0	4,480		4,480
Subtotal				56	28	1,568	5.45	8,540	8,540	0	0	0	2,072	1,092	5,376	6,468
Local Government Agencies																
226.10(d) 226.15(e),	Collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menus, meal counts, invoices and receipts, claims for reimbursement, licenses, administrative and operating costs records, training documentation, and any other records required by the State agency.	226.10(d) 226.11(e) 226.15(e), 226.15(e)(1), 226.15(e)(2) 226.17(b)(8) 226.18(e) 226.22(d) 226.22(k)	Sponsors/institutions must collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menus, meal counts, invoices and receipts, all accounts and records to support the claims, licenses, administrative and operating costs records, training documentation, financial management systems records, written code of standards of conduct, procurement history, and any other records required by the SA. All copies of documents and supporting documents submitted to the State must be maintained.	3,791	3	11,373	1	11,373	11,373		0	0	9,410,244	1,962,756		1,962,756
226.15(e)(3)	Maintain documentation used to classify homes as Tier 1	226.15(e)(3)	Sponsoring organizations must maintain documentation used to classify homes as Tier 1.	83	127	10,541	0.025	263,525	264		0.0000	0.0000	366,0930	-102,568		-102,568
226.23(h)(6)	Maintain information to verify homes that qualify as Tier 1 based on provider's income.	226.23(h)(6)	Sponsoring organizations must maintain information to verify homes that qualify as Tier 1 based on provider's income.	83	42	3,486	0.025	87.15	87		0.00	0.00	122,0310	-34,8810		-34,8810
Subtotal				3,791	7	25,400	0.462	11,724	11,724	0	0	0	9,898	1,825	0	1,825
STATE/LOCAL/TRIBAL GOVERNMENT LEVEL TOTAL				3,847	7,010	26,968,000	0.751	20,263,675	20,263,675	0.000	0.000	0.000	11,970,368	2,917,307	5,376,000	8,293,307
BUSINESS LEVEL																
Institutions																
226.10(d) 226.15(e),	Collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menus, meal counts, invoices and receipts, claims for reimbursement, licenses, administrative and operating costs records, training documentation, and any other records required by the State agency.	226.10(d) 226.11(e) 226.15(e), 226.15(e)(1), 226.15(e)(2) 226.17(b)(8) 226.18(e) 226.22(d) 226.22(k)	Sponsors/institutions must collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menus, meal counts, invoices and receipts, all accounts and records to support the claim, licenses, administrative and operating costs records, training documentation, financial management systems records, written code of standards of conduct, procurement history, and any other records required by the SA. All copies of documents and supporting documents submitted to the State must be maintained.	21,650	3	64,950	1	64,950	64,950		0	0	53,745,756	11,204,244		11,204,244
226.15(e)(3)	Maintain documentation used to classify homes as Tier 1	226.15(e)(3)	Sponsoring organizations must maintain documentation used to classify homes as Tier 1.	551	127	69,977	0.025	1,749,4250	1,749		0.0000	0.0000	2,090,9070	-341,4820		-341,4820
226.23(h)(6)	Maintain information to verify homes that qualify as Tier 1 based on provider's income.	226.23(h)(6)	Sponsoring organizations must maintain information to verify homes that qualify as Tier 1 based on provider's income.	551	42	23,142	0.025	578.55	579		0.00	0.00	696,9690	-118,4190		-118,4190
		226.20(f)	Child and Adult Care Food Program Operators (Institutions) maintain documentation demonstrating that service sites qualify for the menu planning option to serve vegetables to meet the grains requirement by serving primarily American Indian and Alaska Native children.	70	1	70	1.250	88.00	0		88.00	88				
Subtotal				21,650	7.30	158,139	0.43	67,366	67,278	0	88	88	56,534	10,744	0	10,744
Facilities																
226.15(e) 226.17(c) 226.17(a)(6) 226.18(g) 226.19(c)	Collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menus, meal counts, invoices and receipts, claims for reimbursement, licenses, administrative and operating costs records, training documentation, and any other records required by the State agency.	226.10(d), 226.11(b)(2), 226.15(e), 226.17(b)(8), 226.17(b)(9), 226.17(a)(6), 226.17(a)(7), 226.18(b)(4), 226.18(c), 226.18(g), 226.19(a)(8), 226.19(a)(9), and 226.19(a)(10)	Facilities must collect and maintain for a period of 3 years and the current year Program applications, enrollment documents, income eligibility forms, attendance records, menu planning records, time of service, snacks and meal counts invoices and receipts, claims for reimbursement, licenses, administrative and operating costs records, training documentation, and any other records required by the SA. Adult day care centers must maintain records on the age of each enrolled person, functional impairment eligibilities are meant # under 60, and that qualified participants resides in their homes.	159,490	3	478,470	1	478,470	478,470		0	0	542,220	-63,750		-63,750
		226.20(f)	Child and Adult Care Food Program Operators (facilities) maintain documentation demonstrating that service sites qualify for the menu planning option to serve vegetables to meet the grains requirement by serving primarily American Indian and Alaska Native children.	540	1	540	1.25	675	0		675	675				
Subtotal				159,490	3.00	479,010	1.00	479,145	478,470	0	675	675	542,220	-63,750	0	-63,750
BUSINESS LEVEL TOTAL				181,140	3,517	637,149,000	0.858	546,510,975	545,747,975	0.000	763,000	763,000	598,753,632	-53,005,657	0.000	-53,005,657

SUMMARY OF RECORDKEEPING BURDEN	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Comparison with Current OMB Inventory				Comparison with OMB Inventory Prior to Expiration			
						Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours
A	B	C = A x B	D	E = C x D	F	G = E - F	H	I	F	G = E - F	H	I	
State/Local/Tribal Government Burden	3,847	7,010	26,968,000	0.751	20,263,675	0.000	0.000	0.000	11,970,368	2,917,307	5,376,000	8,293,307	
Business Burden	181,140	3,517	637,149,000	0.858	546,510,975	545,747,975	0.000	763,000	598,753,632	-53,005,657	0.000	-53,005,657	
Total Recordkeeping Burden	184,987	3,590	664,117,000	0.853	566,774,650	566,011,650	0.000	763,000	610,724,000	-50,088,350	5,376,000	-44,712,350	

**Appendix I: Estimates of the Hour Burden of the Collection of Information Reporting - OMB Control Number 0584-0055
PUBLIC DISCLOSURE**

Previously Approved ICR		Review of Regulations			Comparison with Current OMB Inventory					Comparison with OMB Inventory Prior to Expiration				Notes		
Section of Regulation / Form	Title	Section of Regulation/Form	Title	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours		Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change
		A	B	C	D	E = C x D	F	G = E x F	H	I = G - H	J = G - H	K = I + J	L	M = G - L	N = G - L	O = M + N
STATE/LOCAL/TRIBAL GOVERNMENT LEVEL		STATE/LOCAL/TRIBAL GOVERNMENT LEVEL														
State Agencies		State Agencies														
		226.23(d)	Institutions must annually provide the information media serving the area from which the institution draws its attendance with a public release, unless the SA has issued a Statewide media release on behalf of all institutions. The public release includes information about the availability of free and reduced-price meals or free milk.	28	1	28	0.25	7	7		0	0	0		7	7
Local Government Agencies		Local Government Agencies														
		226.23(d)	Institutions must annually provide the information media serving the area from which the institution draws its attendance with a public release, unless the SA has issued a Statewide media release on behalf of all institutions. The public release includes information about the availability of free and reduced-price meals or free milk.	1,629	1	1,629	0.25	407.25	407		0.00	0.00	0		407.25	407.25
STATE/LOCAL/TRIBAL GOVERNMENT LEVEL TOTAL				1,657	1,000	1,657,000	0.25	414,250	414,250	0.000	0.000	0.000	0.000	0.000	414,250	414,250
BUSINESS LEVEL		BUSINESS LEVEL														
Institutions		Institutions														
		226.23(d)	Institutions must annually provide the information media serving the area from which the institution draws its attendance with a public release, unless the SA has issued a Statewide media release on behalf of all institutions. The public release includes information about the availability of free and reduced-price meals or free milk.	9,301	1	9,301	0.25	2,325.25	2,325		0	0.00	0		2,325.25	2,325.25
BUSINESS LEVEL TOTAL				9,301	1,000	9,301	0.25	2,325,250	2,325,250	0.000	0.000	0.000	0.000	0.000	2,325,250	2,325,250

SUMMARY OF PUBLIC DISCLOSURE BURDEN	Comparison with Current OMB Inventory					Comparison with OMB Inventory Prior to Expiration							
	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours
	A	B	C = A x B	D	E = C x D	F	G = E - F	H = E - F	I = G + H	J	K = E - J	L = E - J	M = K + L
State/Local/Tribal Government Burden	1,657	1,000	1,657,000	0.250	414,250	414,250	0.000	0.000	0.000	0,000	0.000	414,250	414,250
Business Burden	9,301	1,000	9,301,000	0.250	2,325,250	2,325,250	0.000	0.000	0.000	2,325,250	0.000	2,325,250	2,325,250
Total Public Disclosure Burden	10,958	1,000	10,958,000	0.250	2,739,500	2,739,500	0.000	0.000	0.000	0,000	0.000	2,739,500	2,739,500

Child and Adult Food Care Program (CAFCP) ICR (OMB Control No. 0584-0055)

	Estimated Number of Respondents	Responses Per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Burden Hours	Comparison with Current OMB Inventory				Comparison with OMB Inventory Prior to Expiration			
						Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours	Previously Approved Burden Hours	Change in Burden Hours Due to an Adjustment	Change in Burden Hours Due to Program Change	Total Difference in Burden Hours
						F	G = E - F	H	I	F	G = E - F	H	I
Total Reporting Burden	3,783,991	4.106	15,538,628	0.235	3,644,459.736	3,644,459.736	0.000	0.000	0.000	1,870,411.751	-37,941.309	1,811,989.294	1,774,047.985
Total Recordkeeping Burden	184,987	3.590	664,117	0.853	566,774.650	566,011.650	0.000	763.000	763.000	610,724.000	-50,088.350	5,376.000	-44,712.350
Total Public Disclosure Burden	10,958	1.000	10,958	0.250	2,739.500	2,739.500	0.000	0.000	0.000	0.000	0.000	2,739.500	2,739.500
TOTAL BURDEN FOR #0584-0055	3,794,949	4.272	16,213,703	0.260	4,213,973.886	4,213,210.886	0.000	763.000	763.000	2,481,135.751	-88,029.659	1,820,104.794	1,732,075.135

State and Local Government Level

State Government Agencies = 213,678.229

Local Government Agencies = 231,357.452

Subtotal = 445,035.681

Business Level

Institutions = 1,321,807.281

Facilities = 1,469,163.250

Subtotal = 2,790,970.531

Household Level

Households = 977,967.675

Subtotal = 977,967.675

Subtotal All Respondents =

Respondent		Estimated Number of Respondent	Responses Annually per Respondent	Total Annual Responses	Estimated Average Number of Hours Per Response	Estimated Total Hours
Reporting Burden						
State/Local/Tribal Government Level	State agencies	56	1,496	83,785	2.448	205,131
	Local government agencies	3,791	33.812	128,182	1.710	219,227
Business Level	Institutions	21,650	33.834	732,516	1.709	1,252,116
	Facilities	159,490	18.070	2,881,957	0.344	990,018
Households		3,599,004	3.254	11,712,188	0.0835	977,968
Total Estimated Reporting Burden		3,783,991	4.106	15,538,628	0.235	3,644,459.736
Recordkeeping Burden						
State/Local/Tribal Government Level	State agencies	56	28.000	1,568	5.446	8,540
	Local government agencies	3,791	6.700	25,400	0.462	11,724
Business Level	Institutions	21,650	7.304	158,139	0.426	67,366
	Facilities	159,490	3.003	479,010	1.000	479,145
Total Estimated Recordkeeping Burden		184,987	3.590	664,117	0.853	566,774.650
Public Disclosure Burden						
State/Local/Tribal Government Level	State agencies	28	1.000	28	0.250	7
	Local government agencies	1,629	1.000	1,629	0.250	407
Business Level	Institutions	9,301	1.000	9,301	0.250	2,325
Total Estimated Public Disclosure Burden		10,958	1.000	10,958	0.250	2,739.500
Total of Reporting, Recordkeeping, and Public Disclosure		3,794,949	4.272	16,213,703	0.260	4,213,973.886

Respondent		Total Annual Responses	Percent Electronic Responses	Total Number of Electronic Responsees
Reporting				
State/Local/Tribal Government Level	State agencies	83,785	100%	83,785
	Local government agencies	128,182	50%	64,091
Business Level	Institutions	732,516	50%	366,258
	Facilities	2,881,957	50%	1,440,979
Households		11,712,188	50%	5,856,094
Total Estimated Reporting Burden		15,538,628		7,811,207.000
Recordkeeping				
State/Local/Tribal Government Level	State agencies	1,568	100%	1,568
	Local government agencies	25,400	50%	12,700
Business Level	Institutions	158,139	50%	79,070
	Facilities	479,010	50%	239,505
Total Estimated Recordkeeping Burden		664,117		332,843.000
Public Disclosure				
State/Local/Tribal Government Level	State agencies	28	100%	28
	Local government agencies	1,629	50%	815
Business Level	Institutions	9,301	50%	4,651
Total Estimated Public Disclosure Burden		10,958		5,494.000
Total of Reporting, Recordkeeping, and Public Disclosure		16,213,703		8,149,544

159,490

Legend

Enter Data
Calculation; Do not enter data

Item	Estimate in Previously Approved ICR	Updated Estimate		Difference in Estimate	Notes
		Number	Data Source		
STATE/LOCAL/TRIBAL GOVERNMENT LEVEL					
State Agencies that currently administer the Program in their State	56	56	Previously approved ICR, dated 092816	0	All 50 States, District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands administer the CACFP. The child and adult components of CACFP are administered by two separate SAs in Florida and Illinois.
Number of State Agencies that will establish licensing/compliance review procedures for child care centers, at-risk afterschool care centers, outside-school-hours care centers, day care homes, and adult day care centers	10	10	Previously approved ICR, dated 092816	0	
Number of State Agencies that will establish alternate procedures for review of institutions for which licensing or approval is not available	10	10	Previously approved ICR, dated 092816	0	
Number of State Agencies that will submit to State commodity distribution agency list of institutions receiving commodities by June 1	15	15	Previously approved ICR, dated 092816	0	
Number of State Agencies that will establish/revise administrative review (appeal) procedures for day care home providers AND notify the appropriate FNSRO of any change to the procedures or the selected option for offering an administrative review (appeal) to day care home providers	18	18	Previously approved ICR, dated 092816	0	
Number of State Agencies that will revise/edit household contact procedures and submit changes to FNSRO	15	15	Previously approved ICR, dated 092816	0	
Number of State Agencies that will develop/revise and provide sponsoring organization agreement between sponsor and facilities	15	15	Previously approved ICR, dated 092816	0	

Number of State Agencies that will receive a request from a sponsoring organization for an administrative costs limit waiver	Not Applicable	0	Assumption	0	
Number of State Agencies that will establish procedures for start ups, advances, and recovery of over-payments	10	10	Previously approved ICR, dated 092816	0	

BUSINESS LEVEL

Institutions (includes local government and business entities)

(An institution is either a sponsoring organization or an independent child care center.)

Sponsoring organizations that are local governments	Not Applicable	14.9%	Data provided in August 31, 2020 email from Laura Roth, FNS. Based on data collected in CACFP Sponsor and Provider Characteristics Study (https://www.fns.usda.gov/child-and-adult-care-food-program-cacfp-sponsor-and-provider-characteristics-study#:~:text=The%20CACFP%20Sponsor%20and%20Provider,after%20school%20care%20programs%2C%20emergency%20shelters%2C). For reference, Exhibit 1.6 in Volume II of the report details the distribution of CACFP sponsors by private non-profit, private for-profit, or public agency.	Not Applicable	
Sponsoring organizations that are businesses	Not Applicable	85.1%		Not Applicable	
Sponsoring organizations that are local governments - Requirements specific to sponsors of family day care homes	Not Applicable	13.1%	Data provided in August 31, 2020 email from Laura Roth, FNS. Based on data collected in CACFP Sponsor and Provider Characteristics Study (https://www.fns.usda.gov/child-and-adult-care-food-program-cacfp-sponsor-and-provider-characteristics-study#:~:text=The%20CACFP%20Sponsor%20and%20Provider,after%20school%20care%20programs%2C%20emergency%20shelters%2C). For reference, Exhibit 1.6 in Volume II of the report details the distribution of CACFP sponsors by private non-profit, private for-profit, or public agency.	Not Applicable	
Sponsoring organizations that are businesses - Requirements specific to sponsors of family day care homes	Not Applicable	86.9%		Not Applicable	
Sponsoring organizations (centers and homes)	21,052	21,858	National Database, "Calc: CACFP Total Sponsors (CENTERS+HOMES)" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	806	
Sponsoring organizations (all homes)	819	634	National Database, "Calc: CACFP Total Sponsors of All Homes" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	-185	

Annual number of investigations conducted by the State or by the Food and Nutrition Service (FNS) and the Office of the Inspector General (OIG) on irregularities noted in connection with the operation of the Program	60	60	Previously approved ICR, dated 092816	0	
Annual number of institutions that submit documentation to verify for profit center eligibility.	0	9,770	Data provided by FNS.	9,770	
Annual number of new institutions that submit an application for participation in the Program	250	280	Based on program data, on average, 5 new institutions per State would submit an application (i.e., 56 x 5= 280).	30	
Number of at-risk after school centers	Not Available	3,784	[National Database, "At-Risk After School Centers" data field, FY2019]. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	Not Available	
Number of institutions that will offer free and reduced-price meals.	196	25,441	Calculation: [National Database, "Calc: CACFP Total Sponsors (CENTERS+HOMES)" data field, FY2019] + [National Database, "Proprietary Title XX Centers" data field, FY2019] + [National Database, "Outside Sch Hr Centers" data field, FY2019] - [National Database, "At-Risk After School Centers" data field, FY2019] - [National Database, "Headstart Centers" data field, FY2019] - [National Database, "Homeless Centers" data field, FY2019]. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	25,245	FNS calculated this by taking the total number of all CACFP sponsors/all homes and centers adding Proprietary Total XX centers and adding outside school hour centers, then subtracting out at risk sponsors, and head start, homeless centers because these homes are automatically eligible and no forms are necessary.
Number of institutions that will obtain written consent from the child's parents or guardians prior to use or disclose	196	196	Previously approved ICR, dated 092816	0	
Facilities (Facilities means a sponsored center or a day care home provider.)					
Sponsored center facilities	66,893	69,647	Calculation: [National Database, "Outlets All Child Care Centers" data field, FY2019] + [National Database, "Outlets Adult Care Centers" data field, FY2019]. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	2,754	
Family day care homes	113,847	89,843	National Database, "Calc: CACFP Total Number of Homes" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_1" worksheet in this file.)	-24,004	
Total Homes Tier 1	98,450	80,522	National Database, "Calc: CACFP Total Homes Tier 1" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	-17,928	
Average Number of Tier 1 providers	120	127	Calculation: ["Calc: CACFP Total Homes Tier 1" data field, FY2019] / ["Calc: CACFP Total Sponsors of All Homes" data field, FY2019]. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_2" worksheet in this file.)	7	

HOUSEHOLD LEVEL					
Number of participants	4,180,118	5,141,434	National Database, "Calc: CACFP Total Avg. Daily Attendance" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_1" worksheet in this file.)	961,316	
Percent of free meals served at CACFP child care centers	62.8286%	70.0%	Based on program data, around 69.31% of meals served at CACFP child care centers are free meals. Percentage rounded to 70 %.	7.17%	Around 70% of meals served at CACFP child care centers are free meals.
Households	2,626,310	3,599,004	Calculation: [National Database, "Calc: CACFP Total Avg. Daily Attendance" data field, FY2019. Data current as of August 12, 2020. (Refer to "National DB Data_20200812_1" worksheet in this file.)] * [Percent of free meals served at CACFP child care centers]	972,694	
% poor participants (ages 0 to 17) with food allergies	5.4%	5.2%	"Poor" children live in families defined as below the poverty threshold. Source: CDC. "Table C-2a. Age-adjusted percentages (with standard errors) of hay fever, respiratory allergies, food allergies, and skin allergies in the past 12 months for children under age 18 years, by selected characteristics: United States, 2018." Food Allergies. Available at https://ftp.cdc.gov/pub/Health_Statistics/NCHS/NHIS/SHS/2018_SHS_Table_C-2.pdf , last accessed on August 16, 2020.	-0.20%	
Number participants with food allergies	225,726	267,355	Calculation: [National Database, "Calc: CACFP Total Avg. Daily Attendance" data field, FY2019] * [% poor participants (ages 0 to 17) with food allergies]. National Database data current as of August 12, 2020. (Refer to "National DB Data_20200812_1" worksheet in this file.)	41,629	

Child and Adult Food Care Program (C

Type of Respondent	Estimate in Previously Approved ICR	UNLOADED Loaded Hourly Wage Rate
		State agencies
Local agencies	Not Applicable	\$30.54
Institutions	\$16.80	\$24.78
Facilities	\$16.02	\$12.88
Households	\$7.25	\$7.25

AFCP) ICR Labor Rates (OMB Control No. 0584-0055)

Updated Estimate

Data Source

Bureau of Labor Statistics (BLS) Occupational Employment and Wages Statistics data from May 2020; Occupation Code 11-9031 Education and Childcare Administrators, Preschool and Daycare; Mean Hourly Wage Rate for State Government = \$41.30. Available at https://www.bls.gov/oes/current/naics4_999200.htm#11-0000, last accessed on May 20, 2021.

Bureau of Labor Statistics (BLS) Occupational Employment and Wages Statistics data from May 2020; Occupation Code 11-9031 Education and Childcare Administrators, Preschool and Daycare; Mean Hourly Wage Rate for Local Government = \$30.54. Available at https://www.bls.gov/oes/current/naics4_999300.htm#11-0000, last accessed on May 20, 2021.

Bureau of Labor Statistics (BLS) Occupational Employment and Wages Statistics data from May 2020; Occupation Code 11-9031 Education and Childcare Administrators, Preschool and Daycare; Mean Hourly Wage Rate = \$24.78. Available at https://www.bls.gov/oes/current/naics4_624400.htm#11-0000, last accessed on May 20, 2021.

Bureau of Labor Statistics (BLS) Occupational Employment and Wages Statistics data from May 2020; Occupation Code 39-9011 Childcare Workers; Mean Hourly Wage Rate = \$12.88. Available at https://www.bls.gov/oes/current/oes_nat.htm#00-0000, last accessed on May 20, 2021.

U.S. Department of Labor. Available at <http://www.dol.gov/whd/minimumwage.htm>, last accessed on May 20, 2021.