

Respondent category	Type of respondents
State, Local, and Tribal Government	WIC State agency staff
	Subtotal for WIC State agency staff
	WIC local agency staff
	Subtotal for WIC local agency staff
	WIC clinic staff
	Subtotal for WIC clinic staff
	Subtotal for State, Local, and Tribal Government

Individuals/households	
	WIC participants
Subtotal for Individuals/households	
Total Reporting Burden	
Additional 33% to Account for Fully Loaded Wage Rate	
TOTAL REPORTING BURDEN (FULLY LOADED)	

Footnotes:

^aNumbers are always rounded up to the next whole

^bDecimal values have been calculated by multiplying the

^cAll hourly wage rates are fully loaded. See Notes sheet 1

^dCosts are rounded up to the next whole cent.

Instruments			
	Sample Size ^a	Number of respondents	Frequency of response
Pretesting emails: WIC Director interview guide	3	3	1
Pretesting: WIC Director Interview (includes informed consent)	3	3	1
Pretesting thank you note - WIC Director interview guide	3	3	1
Study notification email (RO to WIC director)	52	52	1
Introductory meeting: Initial email	37	18	1
Introductory meeting: Reminder communications	19	10	1
Introductory meeting: Site visit State agencies	20	20	1
Introductory meeting: Virtual interview State agencies	17	17	1
Site visit: Planning meeting scheduling email	20	10	1
Site visit: Planning meeting reminder email	10	10	1
Site visit: Planning meeting	20	20	1
Site visit: Clinic initial email (WIC director to clinic manager)	25	25	1
Site visit: WIC director interview (includes informed consent)	20	20	1
Site visit: WIC director debrief	20	20	1
Site visit: WIC director thank you note	20	20	1
Virtual interview: Initial attempt	32	16	1
Virtual interview: Reminder communications	16	8	1
Virtual interview (includes informed consent)	32	32	1
Virtual interview: WIC director thank you note	32	32	1
by staff	55	55	6.16
Pretesting emails	2	2	1
Pretest with former geographic state WIC directors	2	2	1
Study notification email (RO to WIC director)	5	5	1
Introductory meeting and communications	5	5	1
Virtual interview: Communications and thank you note	5	5	1
Virtual interview (includes informed consent)	5	5	1
y staff	7	7	3.43
Pretesting: Clinic staff emails	3	3	1
Pretesting: Clinic staff email guide	3	3	1
Site visit: Clinic visit scheduling email (Westat to clinic manager)	25	25	1
Site visit: Clinic visit planning meeting	25	25	1
Site visit: Clinic manager interview (includes informed consent)	25	25	1
Site visit: Frontline staff interview (includes informed consent)	50	50	1
	78	78	1.60
	140	140	3.49

Informed consent for appointment observation	70	70	1
	70	70.00	1.00
	210	210	2.66

: decimal unit value of one minute (.0167) by the total number of minutes (Conversion of Minutes to Decimals)
for details.

Respondents			Non-Respondents					Co
Total Annual responses	Hours per response ^b	Annual burden (hours)	Number of Non-respondents	Frequency of response	Total Annual responses	Hours per response ^b	Annual burden (hours)	Hourly Rate (p)
3	0.2502	0.75	0	0	0	0.0000	0	68.15
3	1.5000	4.50	0	0	0	0.0000	0	68.15
3	0.0835	0.25	0	0	0	0.0000	0	68.15
52	0.0835	4.34	0	0	0	0.0000	0	68.15
18	0.0835	1.50	0	0	0	0.0000	0	68.15
10	0.0835	0.84	0	0	0	0.0000	0	68.15
20	1.0000	20.00	0	0	0	0.0000	0	68.15
17	0.5000	8.50	0	0	0	0.0000	0	68.15
10	0.0835	0.84	0	0	0	0.0000	0	68.15
10	0.0835	0.84	0	0	0	0.0000	0	68.15
20	1.0000	20.00	0	0	0	0.0000	0	68.15
25	0.0835	2.09	0	0	0	0.0000	0	68.15
20	1.5000	30.00	0	0	0	0.0000	0	68.15
20	1.0000	20.00	0	0	0	0.0000	0	68.15
20	0.0835	1.67	0	0	0	0.0000	0	68.15
16	0.1670	2.67	0	0	0	0.0000	0	68.15
8	0.0835	0.67	0	0	0	0.0000	0	68.15
32	1.5000	48.00	0	0	0	0.0000	0	68.15
32	0.0835	2.67	0	0	0	0.0000	0	68.15
339	0.5018	170.12	0	0	0	0	0	68.15
2	0.1670	0.33	0	0	0	0	0	68.15
2	1.5000	3.00	0	0	0	0	0	68.15
5	0.0835	0.42	0	0	0	0	0	68.15
5	0.6670	3.34	0	0	0	0	0	68.15
5	0.1670	0.84	0	0	0	0	0	68.15
5	1.5000	7.50	0	0	0	0	0	68.15
24	0.6426	15.42	0	0	0	0	0	68.15
3	0.1700	0.51	0	0	0	0	0	19.06
3	1.0000	3.00	0	0	0	0	0	19.06
25	0.0835	2.09	0	0	0	0	0	19.06
25	1.0000	25.00	0	0	0	0	0	19.06
25	1.0000	25.00	0	0	0	0	0	19.06
50	0.5000	25.00	0	0	0	0	0	19.06
125.0	0.6167	77.09	0	0	0	0	0	19.06
488	0.5382	262.63	0	0	0	0	0	

70	0.0835	5.85	0	0	0	0	0	7.25
70	0.08350	5.85	0	0	0	0	0	
558	0.4811	268.47	0	0	0	0	0	

Number of respondents	210
Number of responses per respondent	2.66
Total responses	558
Estimated time per response	0.4811
Total annual burden hours	268.47

Cost
Total Annualized Cost
51.15
306.68
17.07
295.91
102.43
56.91
1363.00
579.28
56.91
56.91
1363.00
142.26
2044.50
1363.00
113.81
182.10
45.52
3271.20
182.10
11593.72
22.76
204.45
28.45
227.28
56.91
511.13
1050.98
9.72
57.18
39.79
476.50
476.50
476.50
1469.29
14113.98

42.38
42.38
14156.36
4671.60
18827.96