

**Appendix D
Senior Farmers' Market Nutrition Program (SFMNP) Burden Table (OMB # 0584-0541)**

ESTIMATE OF THE COLLECTION OF INFORMATION BURDEN TABLE													
Burden Narrative Line Item	Regulatory Section	Information Collected	Form(s)	Estimated Number of Respondents	Annual Responses per Respondent	Total Annual Responses	Hours per Response	Total Annual Burden Hours	PRA Violation: Expired Submission & Burden in use without OMB Approval*	Difference Due to Adjustments	Difference Due to Changes	Total Difference	Reason for Difference (see Burden Narrative for more detail)
REPORTING BURDEN ESTIMATES													
Affected Public: STATE & LOCAL AGENCIES (Including U.S. Territories and Indian Tribal Organizations)													
1	249.3(d)	Local Agency Applications		779.10	0.50	389.55	2.00	779.10	677.60	101.50	0.00	101.50	Increase in number of local agencies.
2	249.4	State Plan	Appendix F	56.00	1.00	56.00	20.00	1,120.00	2,200.00	20.00	-1,100.00	-1,080.00	Adjustment: Increase in number of State agencies. Change: Majority of State Plan burden moved to WISP ICR (OMB # 0584-0704).
3	249.6, 249.10(i)	Participant Certification and Instructions		56.00	14,971.61	838,410.00	0.25	209,602.50	181,421.50	28,181.00	0.00	28,181.00	Increase in number of participants and number of State agencies.
4	249.9	Development and Coordination of Nutrition Education**		56.00	1.00	56.00	5.00	280.00	280.00	0.00	280.00	280.00	Not reported in previous submissions.
5	249.10(a)(2)-(3),(b),(c)	Authorization - Review of Outlet Applications (Farmers, Farmers' Markets, Roadside Stands, CSA Programs)		56.00	113.04	6,330.33	0.25	1,582.58	2,444.38	-70.50	-791.29	-861.79	Adjustment: Decrease in the number of authorized outlets. Change: Estimating 1/3 outlets submit applications per year.
6a	249.10(a)(7),(d)	Development of Annual Training for Authorized Outlets		56.00	1.00	56.00	8.00	448.00	440.00	8.00	0.00	8.00	Increase in number of State agencies.
6b	249.10(a)(7),(d)	Annual Training for Authorized Outlets		56.00	15.00	840.00	2.00	1,680.00	1,650.00	30.00	0.00	30.00	Increase in number of State agencies.
7	249.10(b)(8)	Disqualification of Authorized Outlets		5.00	1.00	5.00	0.0835	0.42	0.42	0.00	0.00	0.00	N/A
8	249.10(e)(2)-(3), 249.17(c)(1)(i)	Monitoring/Review of Authorized Outlets		56.00	33.91	1,899.10	1.50	2,848.65	2,933.25	-84.60	0.00	-84.60	Decrease in number of authorized outlets.
9	249.10(e)(4), 249.17(c)(1)(i)-(iii)	Monitoring/Review of Local Agencies		56.00	9.94	556.50	2.00	1,113.00	968.00	145.00	0.00	145.00	Increase in number of State and local agencies.
10	249.10(f)	Coupon/CSA Management System		56.00	1.00	56.00	5.00	280.00	275.00	5.00	0.00	5.00	Increase in number of State agencies.
11	249.10(h)	Coupon reconciliation						117.00	165.00	3.00	-51.00	-48.00	
11a	249.10(h)	Paper Coupon Reconciliation		22.00	1.00	22.00	3.00	66.00	165.00	3.00	-102.00	-99.00	Adjustment: Increase in the number of State agencies. Change: Decrease in burden hours for State agencies using eSolutions.
11b	249.10(h)	Electronic Benefit Reconciliation		34.00	1.00	34.00	1.50	51.00	0.00	0.00	51.00	51.00	
12	249.10(j)	Authorized Outlet and Participant Complaints**		56.00	19.00	1,064.00	1.00	1,064.00	1,078.00	-14.00	578.00	564.00	Adjustment: Decrease in number of authorized outlets. Change: Previously unreported State agency burden associated with handling participant complaints.
13	249.10(k)	Authorized Outlet and Participant Sanctions**		56.00	306.21	17,148.02	0.0835	1,431.86	1,432.80	-0.94	1,400.14	1,399.20	Adjustment: Decrease in number of authorized outlets. Change: Previously unreported State agency burden associated with handling participant sanctions.
14	249.11	Financial Management System (Disclosure of Financial Expenditures)		56.00	1.00	56.00	10.00	560.00	550.00	10.00	0.00	10.00	Increase in number of State agencies.
15	249.12(a)(2)	Prior Approval for Cost Items per 2 CFR part 200, subpart E, and 2 CFR parts 400 and 415		5.00	1.00	5.00	40.00	200.00	200.00	0.00	0.00	0.00	N/A
16	249.17(a)	Establishment of Management Evaluation System		1.00	1.00	1.00	24.00	24.00	24.00	0.00	0.00	0.00	N/A
17	249.17(b)(2)(i)	State Agency Corrective Action Plans		8.00	1.00	8.00	10.00	80.00	80.00	0.00	0.00	0.00	N/A
18	249.17(c)(2)	Special Reports		2.00	1.00	2.00	10.00	20.00	20.00	0.00	0.00	0.00	N/A
19	249.18(b)	Audit Responses		1.00	1.00	1.00	15.00	15.00	15.00	0.00	0.00	0.00	N/A
Subtotal Reporting: State and Local Agencies (Including Indian Tribal Organizations and U.S. Territories)				835	1,038.19	866,996	0.26	223,246	194,597	28,333	316	28,649	
Affected Public: INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)													
1	249.6, 249.10(i)	Certification Data and Instructions for Participants		838,410.00	1.00	838,410.00	0.25	209,602.50	12,118.96	28,181.00	169,302.54	197,483.54	Adjustment: Increase in number of participants. Change: Increase in burden from 1 minute to 15 minutes.
2	249.10(j)	Participant Complaints		578.00	1.00	578.00	0.50	289.00	250.00	39.00	0.00	39.00	Increase in number of participants.
3	249.16(a)(1)(i)-(ii)	Appeal of Denial		335.36	1.00	335.36	2.00	670.73	580.55	90.18	0.00	90.18	Increase in number of participants.
Subtotal Reporting: Individuals/Households				838,410	1.00	839,323	0.25	210,562	12,950	28,310	169,303	197,613	
Affected Public: BUSINESSES (Including Authorized Outlets (Farmers, Farmers' Markets, Roadside Stands, and Community Supported Agriculture Programs) and Non-Profit Businesses)													
1	249.3(d)	Non-Profit Business Local Agency Applications		333.90	0.50	166.95	2.00	333.90	290.40	43.50	0.00	43.50	Increase in number of local agencies.
2	249.10(b),(c)	Authorized Outlet Agreements		6,330.33	1.00	6,330.33	0.0835	528.58	816.42	-23.55	-264.29	-287.84	Adjustment: Decrease in the number of authorized outlets. Change: Estimating 1/3 outlets submit applications per year.
3	249.10(b)(8)	Appeal of Denial		1.00	1.00	1.00	2.00	2.00	15.64	0.00	-13.64	-13.64	Revised number of estimated appeals to align with corresponding State agency burden.
4	249.10(d)	Annual Training for Authorized Outlets (New and Returning)		18,991.00	1.00	18,991.00	2.00	37,982.00	39,110.00	-1,128.00	0.00	-1,128.00	Decrease in number of authorized outlets.
5	249.10(e)(1)	Coupon Reimbursement						333,529.44	703,980.00	-20,304.00	-350,146.56	-370,450.56	
5a	249.10(e)(1)	Paper Coupon Reimbursement & Electronic Benefit Mail-in		8,478.13	9.00	76,303.13	4.00	305,212.50	703,980.00	-20,304.00	-378,463.50	-398,767.50	Adjustment: Decrease in the number of authorized outlets. Change: Decrease in burden hours for reimbursement of electronic benefits.
5b	249.10(e)(1)	Electronic Benefit Reimbursement via Hybrid Processing		2,713.00	9.00	24,417.00	1.00	24,417.00	0.00	0.00	24,417.00	24,417.00	
5c	249.10(e)(1)	Electronic Benefit Reimbursement via Electronic Processing		7,799.88	1.00	7,799.88	0.50	3,899.94	0.00	0.00	3,899.94	3,899.94	
6	249.10(j)	Authorized Outlet Complaints		486.00	1.00	486.00	0.50	243.00	250.00	-7.00	0.00	-7.00	Decrease in number of authorized outlets.
Subtotal Reporting: Authorized Outlets and Non-Profit Businesses				19,325	6.96	134,495	2.77	372,619	744,462	-21,419	-350,424	-371,844	
GRAND SUBTOTAL: REPORTING				858,570	2.14	1,840,814	0.44	806,427	952,009	35,225	-180,806	-145,582	
RECORDKEEPING BURDEN ESTIMATES													
Affected Public: STATE & LOCAL AGENCIES (Including U.S. Territories and Indian Tribal Organizations)													
1	249.4(c)	State Plan Record Maintenance		0.00	0.00	0.00	0.00	0.00	9.19	0.00	-9.19	-9.19	State Plan burden moved to WISP ICR (OMB # 0584-0704).
2	249.9	Nutrition Education Records		56.00	14,971.61	838,410.00	0.0167	14,001.45	181,421.50	1,882.49	-169,302.54	-167,420.05	Adjustment: Increase in number of State agencies and participants. Change: Decrease in time burden per response from 15 minutes to 1 minute.
3	249.10(a)(4),(d)	Authorized Outlet Training Records		56.00	1.00	56.00	2.00	112.00	110.00	2.00	0.00	2.00	Increase in number of State agencies.
4	249.10(b)	Authorized Outlet Agreements		56.00	1.00	56.00	2.00	112.00	110.00	2.00	0.00	2.00	Increase in number of State agencies.
5	249.10(b)(8)	Maintenance of Disqualification and Sanction Records		56.00	1.00	56.00	0.167	9.35	9.19	0.17	0.00	0.17	Increase in number of State agencies.
6	249.10(e)(2)-(3), 249.17(c)(1)(i)	Monitoring/Review of Authorized Outlets		56.00	33.91	1,899.10	0.50	949.55	977.75	-28.20	0.00	-28.20	Net decrease due to decrease in number of authorized outlets.
7	249.10(e)(4), 249.17(c)(1)(i)-(iii)	Monitoring/Review of Local Agencies		56.00	9.94	556.50	0.50	278.25	242.00	36.25	0.00	36.25	Increase in number of local agencies.
8	249.11(c)	Record of Financial Expenditures	FNS-683A	56.00	1.00	56.00	2.00	112.00	110.00	2.00	0.00	2.00	Increase in number of State agencies.
9	249.16(a)	Fair Hearings		56.00	1.00	56.00	1.00	56.00	55.00	1.00	0.00	1.00	Increase in number of State agencies.
10	249.17(a)	Maintenance of Management Evaluations		56.00	1.00	56.00	2.00	112.00	110.00	2.00	0.00	2.00	Increase in number of State agencies.
11	249.23(a)	Records of Program Operations		56.00	1.00	56.00	40.00	2,240.00	2,200.00	40.00	0.00	40.00	Increase in number of State agencies.
GRAND SUBTOTAL: RECORDKEEPING				56	15,022.46	841,258	0.02	17,983	185,355	1,940	-169,312	-167,372	
GRAND SUBTOTAL REPORTING AND RECORDKEEPING				858,570	3.12	2,682,072	0.31	824,410	1,137,363	37,164	-350,118	-312,954	

* The subtotals of the column "PRA Violation: Expired Submission & Burden in use without OMB Approval" only include the annual burden hours that are expired but were previously approved.
 ** Line item includes burden that was not included in the previous submission (i.e., was in use without OMB approval). The amount previously in use without OMB approval is reflected in the "Differences Due to Changes" column.
 Note: FNS-683A, OMB Control Number: 0584-0594 Food Programs Reporting System (FPRS). Expiration Date: 09/30/2026

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. 3xC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. DxE)
Total Reporting Burden	858,570	2.14	1,840,814	0.44	806,427
Total Recordkeeping Burden	56	15,022.46	841,258	0.02	17,983
TOTAL BURDEN FOR SFMNP	858,570	3.12	2,682,072	0.31	824,410

	Responses	Hours
Previously approved burden	2,401,277	1,137,363
Burden Requested with this ICR	2,682,072	824,410
Difference	280,795	-312,954

This tab includes named values that are used in SFMNP-related calculations in the burden table. Changing a number in the table will automatically update all formulas in the burden tables that include it. You can adjust the names of values in the "Formulas" tab using the "Name Manager."

<i>2026 Renewal Numbers</i>	2022 renewal (for reference)	2026 renewal	Name	2026 Source Year
SAs	55	56	SFMNP_SAs	FY26
LAs	968	1,113	SFMNP_LAs	FY25
participants	725,686	838,410	SFMNP_participants	FY24
outlets	19,555	18,991	SFMNP_outlets	FY24
eSolution - hybrid		8	S_hybrid	FY26
eSolution - mail in		3	S_mail	FY26
eSolution - automated		23	S_auto	FY26
Paper		22	SFMNP_paper	FY26
eSolution		34	SFMNP_eSol	FY26
Consolidated SAs		32	(see FMNP Data tab)	FY25
Just SFMNP SAs		24		FY25

<i>Change from 2022-2026</i>	Number	Percent	Estimates Adjusted	Adj. Estimate
SAs	1	1.82%		
LAs	145	14.98%		
participants	112,724	15.53%	Participant Complaints	578
outlets	-564	-2.88%	Authorized Outlet Complaints	486

Consolidated Calculations (same as on FMNP Data tab)

SAs

% SAs Consolidated	30%
#SAs w/out Consolidation	106
#SAs w/Consolidation	74

Outlets

Total Outlets	36,394
# Outlets in Consolidated SAs	10,918
Outlets w/out double counting	25,476

de that number.

Source
State Plans
State Plans
NDB
NDB
eSol Tracker
eSol Tracker
eSol Tracker
State Plans
eSol Tracker
State Plans
State Plans

Name
SFMNP_Participant_Complaints
SFMNP_Outlet_Complaints

Estimates of the annualized cost to respondents (Supporting Statement A12-B)

Respondent	Total Annual Burden		Average Income	Base Annual Cost
	Hours		per Hour	
State and local staff	241,228.71	\$	35.50	\$ 8,563,619.21
Authorized outlets	372,285.02	\$	21.44	\$ 7,981,790.83
Non-profit businesses	333.90	\$	21.04	\$ 7,025.26
Individuals/households	210,562.23	\$	7.25	\$ 1,526,576.17
TOTALS	824,409.86			\$ 18,079,011.46

Estimates of annualized cost to the Federal government (Supporting Statement A14)

FNS FTEs	Number FTEs	Cost	Fringe (0.33 Cost)
FNS National Office Staff	3	\$ 268,819.20	\$ 88,710.34
FNS Regional Office Staff	7	\$ 627,244.80	\$ 206,990.78
Total		\$ 896,064.00	\$ 295,701.12

2026 Pay Rates

GS-11, Step 6	\$	35.66
GS-12, Step 6	\$	42.74
GS-13, Step 6	\$	50.83
Average	\$	43.080000

Cost per FTE
Fringe per FTE
Total per FTE

Source:

<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2026/general-schedule>

Fringe Benefits	Total Annual Cost
\$ 2,825,994.34	\$ 11,389,613.55
\$ 2,633,990.97	\$ 10,615,781.80
\$ 2,318.33	\$ 9,343.59
\$ 503,770.14	\$ 2,030,346.30
\$ 5,966,073.78	\$ 24,045,085.24

Total Cost
\$ 357,529.54
\$ 834,235.58
\$ 1,191,765.12

\$ 89,606.40
\$ 29,570.11
\$ 119,176.51

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Electronic Responses (Supporting Statement A3)

Respondent	# eResponses	Notes
State and local	1,708,253	All responses
Authorized outlets	7,800	Electronic transaction records
Individuals	0	None
Nonprofit locals	167	All responses
Total	1,716,220	
Percent of all	63.99%	prev row divided by all responses

Small Businesses/Entities (Supporting Statement A5)

Respondent	% small entities	number small entities
State and local	0%	0
Authorized outlets	100%	18,991
Individuals	0%	0
Nonprofit locals	0%	0
Total		18,991

small entities	18,991
total respondents	858,570
% small	2.21%

Attachment D

ESTIMATE OF THE COLLECTION OF INFORMATION BURDEN TABLE											
Regulatory Section	Information Collected	Form(s)	Estimated Number of Respondents	Annual Responses per Respondent	Total Annual Responses	Hours per Response	Total Annual Burden Hours	Previous Submission: Total Annual Burden Hours	Difference Due to Adjustments	Difference Due to Program Changes	Reason for Difference (See also Narrative Statement)
REPORTING BURDEN ESTIMATES											
Affected Public: STATE & LOCAL AGENCIES (Including U.S. Territories and Indian Tribal Organizations)											
249.3(d)	Local agency applications		677.60	0.50	338.80	2.00	677.60	1060.00	-382.40	0.00	Decrease in number of local agencies
249.4	State Plan of Operations	Appendix F, G, & H	55.00	1.00	55.00	40.00	2200.00	2120.00	80.00	0.00	Increase do to increased number of State agencies
249.6(a)(3)	Certification data for seniors		55.00	13194.29	725,686.00	0.25	181,421.50	210,000.00	-28,578.50	0.00	Decrease in number of participants
249.10(a)(2),(b),(c)	Authorization - Review of Outlet Applications (Farmers, Farmers' Market, Roadside Stand, CSA Program)		55.00	177.77	9777.50	0.25	2,444.38	3,231.00	-786.63	0.00	Decrease in the number of participating authorized outlets
249.10(a)(7),(d)	Annual Training for Authorized Outlets Development		55.00	1.00	55.00	8.00	440.00	0.00		440.00	Increase due to not being reported in previous submission
249.10(a)(7),(d)	Annual Training for Authorized Outlets		55.00	15.00	825.00	2.00	1,650.00	0.00		1,650.00	Increase due to not being reported in previous submission
249.10(b)(8)	Disqualification of Authorized Outlets		5.00	1.00	5.00	0.08	0.42	0.00		0.42	Increase due to not being reported in previous submission
249.10(e)(2)(3),249.17(c)(1)(i)	Monitoring and review of at least 10 percent of authorized farmers, farmers' markets, roadside stands, and CSA programs		55.00	35.55	1,955.50	1.50	2,933.25	3,877.00	-943.75		Decrease in number of local agencies
249.10(e)(4), 249.17(c)(1)(ii)(iii)	Monitoring/Review of Local Agencies		55.00	8.80	484.00	2.00	968.00	0.00		968.00	Increase due to not being reported in previous submission
249.10(f)	Coupon/CSA management system		55.00	1.00	55.00	5.00	275.00	265.00	10.00		Increase in number of State agencies
249.10(h)	Coupon reconciliation		55.00	1.00	55.00	3.00	165.00	159.00	6.00		Increase in number of State agencies
249.10(j)	Recipients and Authorized Outlet Complaints		55.00	9.09	500.00	1.00	500.00	0.00		500.00	Increase due to not being reported in previous submission
249.10(k)	Recipients and Authorized Outlet Sanctions		55.00	7.11	391.10	0.08	32.66	0.00		32.66	Increase due to not being reported in previous submission
249.11	Financial management system		55.00	1.00	55.00	10.00	550.00	530.00	20.00		Increase in number of State agencies
249.12(a)(2)	Prior approval for cost items per 2 CFR part 200, subpart E, and 2 CFR parts 400 and 415		5.00	1.00	5.00	40.00	200.00	200.00	0.00	0.00	N/A
249.17(a)	Establishment of ME System		1.00	1.00	1.00	24.00	24.00	0.00		24.00	Increase due to not being reported in previous submission
249.17(b)(2)	State agency corrective action plans		8.00	1.00	8.00	10.00	80.00	80.00	0.00		N/A
249.17(c)(2)	Special Reports		2.00	1.00	2.00	10.00	20.00	0.00		20.00	Increase due to not being reported in previous submission

249.18(b)	Audit responses		1.00	1.00	1.00	15.00	15.00	15.00	0.00		N/A
Subtotal Reporting: State and Local Agencies			732.60	1,010.45	740,254.90	0.26	194,596.80	221,537.00	-30,575.28	3,635.07	
Affected Public: INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)											
249.6	Certification data for seniors		725,686.00	1	725,686.00	0.02	12,118.96	14,028.00	-1,909.04	0	Decrease in participation
249.10(j)	Participant compliants		500.00	1	500.00	0.50	250.00	0.00	0.00	250.00	Increase due to not being reported in previous submission
249.16(a)(1)(i);(ii)	Appeal of Denial		290.27	1	290.27	2.00	580.55	0.00	0.00	580.55	Increase due to not being reported in previous submission
Subtotal Reporting: Individuals/Households			725686.00	2.00	726,476.27	0.02	12,949.51	14,028.00	-1909.04	830.55	
Affected Public: BUSINESSES (including authorized outlets and nonprofit businesses)											
249.3(d)	Non-profit businesses Applications		290.4	0.5	145.2	2	290.4	0	0	290.4	Increase due to not being reported in previous submission
249.10(b),(c)	Authorized Outlet Agreements		9777.5	1	9,777.50	0.0835	816.42	1034	-217.58	0	Slight increase due to use of standardized conversion of minutes to hours but greater overall decrease due to less authorized outlets
249.10(b)(8)	Appeal of Denial		7.82	1	7.82	2	15.64	0	0	15.644	Increase due to not being reported in previous submission
249.10(d)	Annual Training for Authorized Outlets		19,555.00	1	19,555.00	2	39,110.00	0	0	39,110.00	Increase due to not being reported in previous submission
249.10(e)(1)	Coupon Reimbursement		19,555.00	9.00	175,995.00	4.00	703,980.00	0	0	703,980.00	Increase due to not being reported in previous submission
249.10(j)	Farmer/farmers' market complaints		500	1	500	0.5	250	0	0	250	Increase due to not being reported in previous submission
Subtotal Reporting: Authorized farmers, farmers' markets, roadside stands and CSA programs			19845.40	10.38	205,980.52	3.61	744,462.47	1034.00	-217.58	743646.04	
GRAND SUBTOTAL: REPORTING			746264.00	2.24	1672711.70	0.57	952008.77	236,599.00	0.00	748,111.67	
RECORDKEEPING BURDEN ESTIMATES											
Affected Public: STATE & LOCAL AGENCIES (including U.S. Territories and Indian Tribal Organizations)											
249.4(c)	State Plan Record Maintenance	Appendix F, G, & H	55	1	55	0.167	9.185			9.185	Increase due to not being reported in previous submission
249.9	Nutrition education		55	13194.29	725686	0.25	181421.5	210000	-28578.5		Decrease in participation
249.10(a)(4),(d)	Authorized Outlet Training Content		55	1	55	2	110			110	Increase due to not being reported in previous submission
249.10(b)	Authorized farmers, farmers' markets, roadside stands and CSA program agreements		55	1	55	2	110	106	4		Increase in the number of State agencies
248.10(b)(8)	Maintenance of Disqualification and Sanction Records		55	1	55	0.167	9.19			9.185	Increase due to not being reported in previous submission
249.10(e)(2) (3),249.17(c)(1)(i)	Monitoring and review of at least 10 percent of authorized farmers, farmers' markets, roadside stands, and CSA programs		55	35.55	1955.50	0.5	977.75	106	871.75		Increase due to more accurate calculation
249.10(e)(4); 249.17(c)(1)(ii)	Monitoring/Review of Local Agencies		55	8.8	484	0.5	242			242	Increase due to not being reported in previous submission
249.11(c)	Record of financial expenditures	FNS-683A	55	1	55	2	110	106	4		Increase in the number of State agencies
249.16(a)	Fair hearings		55	1	55	1	55	53	2		Increase in number of State agencies
249.17(a)	Maintenance of Management Evaluations		55	1	55	2	110			110	Increase due to not being reported in previous submission
249.23(a)	Record of Program operations		55	1	55	40	2200	2120	80		Increase in number of State agencies
GRAND SUBTOTAL: RECORDKEEPING			55.00	13246.65	728565.50	0.25	185354.62	212491.00	-27616.75	480.37	
GRAND SUBTOTAL REPORTING AND RECORDKEEPING			746264.00	3.22	2,401,277.20	0.47	1,137,363.39	449,090.00	-27,616.75	748,592.04	

	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. Dx E)
Total Reporting Burden	746264.00	2.24	1672711.70	0.57	952008.77
Total Recordkeeping Burden	55.00	13246.65	728565.50	0.25	185354.62

TOTAL BURDEN FOR #0584-0541	746264.00	3.22	2,401,277.20	0.47	1,137,363.39
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	Responses	Hours
Currently approved burden	2,549,454	449,090.00
Burden Requested with this ICR	2,401,277.20	1,137,363.39
Difference	-148,176.80	688,273.39

Attachment B

ESTIMATE OF 1

Regulatory Section	Information Collected	Form(s)	Estimated Number of Respondents
Affected Public: STATE &			
249.3(d)	Local agency applications		1,100
249.4	State Plan of Operations		55
249.6(a)(3)	Certification data for seniors		55
249.10(b)	Review of farmer, farmers' market, roadside stand and CSA program applications		55
249.10(e)	Monitoring and review of at least 10 percent of authorized farmers, farmers' markets, roadside stands, and CSA programs		55
249.10(f)	Coupon/CSA management system		55
249.10(h)	Coupon reconciliation		55
249.11	Financial management system		55

249.12	Prior approval for cost items per 2 CFR part 200, subpart E, and 2 CFR parts 400 and 415		5
249.17(b)(2)	State agency corrective action plans		8
249.18(b)	Audit responses		1
249.23(b)	Financial/recipient reports	FNS-683A	
Subtotal Reporting: State and Local Agencies			1,113
Affected Public			
249.6	Certification data for seniors		840,000
Subtotal Reporting: Individuals/Households			840,000
Affected Public: AUTHOR			
249.10(b)	Authorized farmer, farmers' market, roadside stand and CSA program applications		12,924
Subtotal Reporting: Authorized farmers, farmers' markets, roadside stands and CSA programs			12,924
GRAND SUBTOTAL: REPORTING			854,037
Affected Public: STATE &			
249.9	Nutrition education		53

249.10(b)	Authorized farmers, farmers' markets, roadside stands and CSA program agreements		53
249.10(e)	Monitoring and review of at least 10 percent of authorized farmers, farmers' markets, roadside stands, and CSA programs		53
249.11	Record of financial expenditures		53
249.16(a)	Fair hearings		53
249.23(a)	Record of Program operations		53
GRAND SUBTOTAL: RECORDKEEPING			53
GRAND SUBTOTAL REPORTING AND RECORDKEEPING			854,090

	Estimated # Respondents	Responses Per Respondent
Total Reporting Burden	854,037	2.039
Total Recordkeeping Burden	53	15,854.057
TOTAL BURDEN FOR #0584-0541	854,090	3.023

	Responses	Hours
Currently approved burden	2,408,659	427,280
Burden Requested with this ICR		457,439
Difference	#VALUE!	30,159

THE COLLECTION OF INFORMATION BURDEN TABLE

Annual Responses per Respondent	Total Annual Responses	Hours per Response	Total Annual Burden Hours	Previous Submission: Total Annual Burden Hours
REPORTING BURDEN ESTIMATES				
LOCAL AGENCIES (Including U.S. Territories and Indian Tribal Organizations)				
0.5	550	2	1,100	1,060
1	55	40	2,200	2,120
15,849	871,698	0.25	217,925	210,000
244	13,412	0.25	3,353	3,231
49	2,682	1.5	4,024	3,877
1	55	5	275	265
1	55	3	165	159
1	55	10	550	530

1	5	40	200	200
1	8	10	80	80
1	1	15	15	15
	-		-	2,080
798.3613682	888,576	0.2587127	229,886	223,617

lic: INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)

1.00	840,000	0.0167	14,028	13,360
	840,000		14,028	13,360

IZED FARMERS, FARMERS' MARKETS, ROADSIDE STANDS, CSA PROGRAMS

1.00	12,924	0.08	1,034	290
	12,924		1,034	290
	1,741,500		244,948	237,267

RECORDKEEPING BURDEN ESTIMATES

LOCAL AGENCIES (Including U.S. Territories and Indian Tribal Organizations)

15,849	840,000	0.25	210,000	200,000
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1	53	2	106	104
1	53	2	106	104
1	53	2	106	104
1	53	1	53	52
1	53	40	2,120	2,080
	840,265		212,491	202,444
	2,581,765	0	457,439	439,711

Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. Dx E)
1,741,500	0.141	244,948
840,265	0.253	212,491
2,581,765	0.177	457,439

Difference Due to Adjustments	Difference Due to Program Changes	Reason for Difference (See also Narrative Statement)
40		Increase in State agencies from 53 to 55
80		Increase in State agencies from 53 to 55
7,925		Increase in program recipients from 800,000 to 840,000.
122		Decrease in burden hours due to a miscalculation in the number of farmers, farmers' markets, roadside stands, and CSA programs under the last burden revision.
147		Increase in burden hours due to a miscalculation in the number of farmers, farmers' markets, roadside stands, and CSA programs under the last burden revision.
10		Increase in State agencies from 52 to 53
6		Increase in State agencies from 52 to 53
20		Increase in State agencies from 52 to 53

-		Recalculation of the estimated time it would take for a State agency to complete a request for prior approval for capital expenditures, and other cost items in the administration and operation of the SFMNP.
-		Increase in the expected number of management evaluations scheduled each year.
0		Limited OIG Inspections, no expected increase.
(2,080)		Removed because reporting burden is covered under FPRS OMB #0584-0594, expiration date 10/31/2019.
6,269	-	
668		Increase in burden hours due to an increase in the number of program recipients.
668	-	
744		Increase in burden hours due to a miscalculation in the number of farmers, farmers' markets, roadside stands, and CSA programs under the last burden revision.
744	-	
7,681	-	
10,000		Increase in program recipients from 800,000 to 840,000.

2		Increase in State agencies from 52 to 53
2		Increase in State agencies from 52 to 53
2		Increase in State agencies from 52 to 53
1		Increase in State agencies from 52 to 53
40		Increase in State agencies from 52 to 53
10,047	-	
17,728	0	

1,728,841

ATTACHMENT A: SFMNP

Regulatory Section	Information Collected	Form(s)	Estimated Number of Respondents
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Affected Public: STATE & LOCAL

249.3(e)	Local agency applications		1,020
249.4	State Plan		51
249.6	Certification data for seniors		51
249.10(b)	Review of vendor applications		51
249.10(e)	Monitoring/review of vendors		51
249.10(f)	Coupon/CSA management system		51
249.10(h)	Coupon reconciliation		51
249.11	Financial management system		51
249.12	Prior approval for costs per 7 CFR 3016.22		5

249.17(b)(2)	State agency corrective action plans		12
249.18(b)	Audit responses		12
249.23(b)	Financial/recipient reports		51
249.23(b)	Annual Financial and Program Data Report	FNS 683A	51
Subtotal Reporting: State and Local Agencies			1,071
Affected Public:			
249.6	Certification data for seniors		900,000
Subtotal Reporting: Individuals/Households			900,000
Affected Public:			
249.10(b)	Farmer applications & agreements		4,598
Subtotal Reporting: Vendors			4,598
GRAND SUBTOTAL: REPORTING			905,669
Affected Public: STATE & L			
249.9	Nutrition education		51
249.10(b)	Authorized outlet agreements		51
249.10(e)	Summary of authorized outlet monitoring		51
249.11(c)	Record of financial expenditures		51
249.16(a)	Fair hearings		51
249.23(a)	Record of Program operations		51
GRAND SUBTOTAL: RECORDKEEPING			51
GRAND TOTAL: REPORTING AND RECORDKEEPING			905,720

	Estimated # Respondents	Responses Per Respondent
Total Reporting Burden	905,669	1.999
Total Recordkeeping Burden	51	17,652.059
TOTAL BURDEN FOR #0584-0541	905,669	2.993

	Responses	Hours
Currently approved burden	1,934,932	497,778
Burden Requested with this ICR	2,710,756	474,273
Difference	775,824	(23,505)

REPORTING AND RECORDKEEPING REQUIREMENTS (OMB #0584-0541)

Annual Responses per Respondent	Total Annual Responses	Hours per Response	Total Annual Burden Hours	<i>Previous Submission:</i> Total Annual Burden Hours	Difference Due to Adjustments
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REPORTING BURDEN ESTIMATES

LOCAL AGENCIES (Including Indian Tribal Organizations and U.S. Territories)

1	510	2	1,020	980	40
1	51	40	2,040	1,960	80
17,647	900,000	0.25	225,000		
90	4,598	1	4,598		
9.0	460	1.5	690	881	(191)
1	51	5	255	245	10
1	51	3	153	147	6
1	51	10	510	490	20
1	5	160	800	800	-

1	12	10	120	120	-
1	12	15	180	180	-
1	51	40	2,040	1,862	178
1	51	2	102	98	4
845.8476190	905,903	0.2621779	237,508	7,763	147

INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)

1.00	900,000	0.01	9,000	240,921	-
	900,000		9,000	240,921	-

Public: VENDORS (Farmers/Markets/Roadside Stands/CSAs)

1.00	4,598	0.08	368	5,870	-
	4,598		368	5,870	-
	1,810,501		246,876	254,554	147

RECORDKEEPING BURDEN ESTIMATES

LOCAL AGENCIES (Including Indian Tribal Organizations and U.S.Territories)

17,647	900,000	0.25	225,000	240,921	(15,921)
1	51	2	102	98	4
1	51	2	102	98	4
1	51	2	102	98	4
1	51	1	51	49	2
1	51	40	2,040	1,960	80
	900,255		227,397	243,224	(15,827)
	2,710,756		474,273	497,778	(15,680)

Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. Dx E)
1,810,501	0.136	246,876
900,255	0.253	227,397
2,710,756	0.175	474,273

Difference Due to Program Changes	Reason for Difference (See also Narrative Statement)
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
225,000	Burden previously accounted for under wrong affected public (Individual / Household). Also decrease in participants from 963,685 to 900,000.
4,598.00	Burden previously accounted for under wrong affected public (Vendors). Also decrease in number of farmers, markets, roadside stands, and CSA programs from 5,870 to 4,598.
	Decrease in number of farmers, markets, roadside stands, and CSA programs
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51

	Increase in State agencies from 49 to 51.
	Increase in State agencies from 49 to 51
229,598.00	
	Burden reduced due to correction. Previously accounted for State Agency burden instead of Individual/Household burden.
(231,921)	
(231,921)	
	Burden reduced due to correction. Previously accounted for State Agency burden instead of Vendor burden.
(5,502)	
(5,502)	
(7,825.41)	
	Decrease in recipients from 963,683 to 900,000
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
	Increase in State agencies from 49 to 51
-	
(7,825)	

Senior Farmers' Market Program (SFMNP)
Reporting and Recordkeeping Requirements

January 2010

Regulation Section	Title	Forms	Estimated No. of Respondents	Reports Filed Annually	Total Annual Response	Estimated Hrs/Response	Annual Burden Hrs
Affected Public: STATE & LOCAL AGENCIES (Including Indian Tribal Organizations and US Territories)							
Reporting							
249.3(e)	Local Agency Applications		490	1	490	2	980
249.4	State Plan		49	1	49	40	1,960
249.10(e)	Monitoring/review of outlets		587	1	587	1.5	881
249.10(f)	Coupon/CSA management system		49	1	49	5	245
249.10(h)	Coupon reconciliation		49	1	49	3	147
249.11	Financial management system		49	1	49	10	490
249.12	Prior Approval for costs per 7 CFR 3016.22		5	1	5	160	800
249.17(b)(2)	State agency corrective action plans		12	1	12	10	120
249.18(b)	Audit responses		12	1	12	15	180
249.23(b)	Financial/recipient reports		49	1	49	38	1,862
	Annual Financial and Program Data Report	FNS 683-A	49	1	49	2	98
Subtotal	(Reporting Requirements)		587		1,400	0.17	7,763
Affected Public: INDIVIDUALS/HOUSEHOLDS (Applicants for Program Benefits)							
Reporting							
249.6	Certification data for seniors		963,685	1	963,685	0.25	240,921
Subtotal	(Reporting Requirements)		963,685		963,685		240,921
Affected Public: Farms (Farmers/Markets/Roadside stands/CSA's)							
Reporting							
249.10(b)	Farmer applications & agreements		5,870	1	5,870	1	5,870
Subtotal	(Reporting Requirements)		5,870		5,870		5,870
Affected Public: STATE & LOCAL AGENCIES (Including Indian Tribal Organizations and US Territories)							
Recordkeeping							
249.9	Nutrition education		49	19,667	963,683	0.25	240,921
249.10(b)	Authorized outlet agreements		49	1	49	2	98
249.10(e)	Summary of authorized outlet monitoring		49	1	49	2	98
249.11	Record of financial expenditures		49	1	49	2	98
249.16(a)	Fair hearings		49	1	49	1	49
249.23(a)	Record of program operations		49	1	49	40	1,960
Subtotal	(Recordkeeping Requirements)		49		963,928		243,224
TOTAL BURDEN	(Reporting & Recordkeeping)		970,142		1,934,932		497,778