

Reporting

Table 1: Burden Reduction Summary for School Food Authority/Local Education Agency Level													
				A	B	C = (A*B)	D	E= (C*D)	F			G =E-F	
Program Rule	CFR Citation	Title	Form Number	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Existing Requirements in Use without OMB approval	Due to Program Change	Due to an Adjustment	Total Difference
State Agency Level													
	210.18(i)(3)	SA notifies SFAs in writing of review findings, corrective actions, deadlines, and potential fiscal action with grounds and right to appeal.		56	113	6,328	8.00	50,624	50,624	0	0	0	0
	210.19(f)	SA provides the CACFP SA with a list of all NSLP schools with at least 50% or more children eligible for free or reduced price meals by February 1 each year.		56	1	56	2.00	112	112	0	0	0	0
	210.20(a)(7)	SA reports to FNS schools' compliance with the food safety inspections requirements.		56	1	56	1.50	84	84	0	0	0	0
	210.5(d)(2)(ii)	SAs submit a quarterly report to FNS detailing the disbursement of performance-based reimbursement to SFAs.		56	4	224	0.25	56	56	0	0	0	0
Admin Review	210.18 (c-h)	SA completes documentation used to conduct Administrative Review.		56	113	6,347	47.50	301,482	301,482	0	0	0	0
	210.20(a)(2)&(3)&(4)&(8)&(9) & 210.5(d)(1)&(2) & 210.14(e)(7) & 210.17(g), 210.20(a)(5) & 210.18(n) & (o)(2)	SA reporting burden for electronic reports accounted for in the Food Program Reporting System (FPRS) ICR #0584-0594.	FNS-10, FNS-13, FNS-777, FNS-640, FNS-828										
Professional Standards Exemption	210.30(b)(1)(iv)	State agency reviews and approves/denies each request to hire a school nutrition program director in a medium or large LEA who does not meet professional standards educational criteria		56	17	951	0.50	476	0		476		476
*		State Agency Level Total		56	249.32	13962	25.27	352833	352358	0	476	0	476
School Food Authority/Local Education Agency Level													

OMB Control #0584-0006
7 CFR Part 210 - National School Lunch Program

	210.9(b)(21)	SFA provides SA with list of all schools with at least 50% free or reduced-price enrolled children and the attendance boundaries for those schools upon request of a CACFP sponsor of homes.		19,019	1.25	23,774	0.25	5,943	5,943	0	0	0	0
	210.9(c)(7)	SFAs review NSLP afterschool care programs		6,314	2	12,628	0.25	3,157	3,157	0	0	0	0
	210.15(a)(1) & 210.8(b)&(c)	SFA submits to the SA monthly claims for reimbursement and eligibility data for enrolled children for October.		19,019	10.15	193,043	1.00	193,043	193,043	0	0	0	0
	210.15(a)(2)&(4) & 210.9(a&b) & 210.7(d)(2)	SFA submits to the SA an application, agreement, Free and Reduced Price Policy Statement, commodity preference, and annual certifications.		19,019	1	19,019	0.25	4,755	4,755	0	0	0	0
	210.15(a)(3) & 210.18(j)(2)	SFA submits to the SA a written response to reviews documenting corrective action for Program deficiencies.		6,340	1	6,340	8.00	50,720	50,720	0	0	0	0
	210.15(a)(7)	SFA reports to the SA the number of food safety inspections obtained by each school.		19,019	1	19,019	0.50	9,510	9,510	0	0	0	0
Paid Lunch Revenue	210.15(a)(8) & 210.14(e)(7)	School food authorities shall report prices of paid lunches for each school to the State agency.		19,019	1	19,019	0.25	4,755	4,755	0	0	0	0
Professional Standards Exception	210.30(b)(1)(iv)	SFAs develop and submit request to hire a school nutrition program director in medium or large LEA who does not meet professional standards educational criteria		951	1	951	0.50	476	0		476		476
*		School Food Authority Level Total		19,019	15.447	293,793	0.927	272,358	271,882	0	476	0	476
School Level													
	210.13(b)	Schools shall post the most recent food safety inspection and provide a copy upon request.		96,860	2	193,720	0.10	19,411	19,411	0	0	0	0
*		School Level Total		96,860	2.000	193,720	0.10	19,411	19,411	0	0	-	0
		Total Reporting Burden		115,935	4.33	501,475	1.29	644,602	643,651	0	951	0	951

Recordkeeping													
		A		B	C = (A*B)		D	E= (C*D)		F		G =E-F	
Program Rule	CFR Citation	Title	Form Number	Estimated # Recordkeepers	Records Per Recordkeeper	Total Annual Records	Estimated Avg. # of Hours Per Record	Estimated Total Hours	Current OMB Approved Burden Hrs	Existing Requirements in Use without OMB approval	Due to Program Change - Rule	Due to an Adjustment	Total Difference
State Agency Level													
Competitive Foods	210.18(h)(2)(iv)	SA maintains documentation of LEA/SFA compliance with nutrition standards for competitive foods.		56	113	6,328	0.25	1,582	1,582	0	0	0	-
FNS-10	210.20(b)(1&2) & 210.23(c) & 210.5	SA maintains accounting records and source documents to control the receipt, custody and disbursement of Federal NSLP funds and documentation supporting all SFA claims paid by the SA.	FNS-10	56	340	19,040	3.00	57,120	57,120	0	0	0	-
FNS-13	210.20(b)(3) & 210.17(g)&(h)	SA maintains documentation to support the amount of State funds reported for State revenue matching requirements.	FNS-13	56	1	56	1.00	56	56	0	0	0	-
Admin Review	210.20(b)(6) & 210.18(f)(k,l,m,(o) & 210.23(c)	SA maintains records of all reviews (including Program violations, corrective action, fiscal action and withholding of payments).	FNS-640	56	113	6,328	8.00	50,638	50,638	0	0	0	-
Admin Review	210.20(b)(7) & 210.19(c) & 210.18(o)	SA maintains documentation of fiscal action taken to disallow improper claims submitted by SFAs, as determined through claims processing, reviews, and USDA audits.		56	113	6,328	0.50	3,164	3,164	0	0	0	-
Admin Review	210.18 (c-h)	SA completes and maintains documentation used to conduct Administrative Review.		56	113	6,347	0.50	3,173	3,173	0	0	0	-
	210.20(b)(10) & 210.19(b)	SA shall prepare records on schools eligible to receive USDA donated foods and maintain records on the annual food preference survey.		56	1	56	3.00	168	168	0	0	0	-
	210.20(b)(11)	SA maintains records from SFAs of food safety inspections obtained by schools.		56	340	19,040	0.25	4,760	4,760	0	0	0	-
Paid Lunch Revenue	210.20(b)(12) & 210.14(e)(7)	SA maintains records of paid reimbursable lunch prices obtained from SFAs.	FNS-828	56	340	19,040	0.20	3,816	3,816	0	0	0	-

OMB Control #0584-0006
Attachment A 7 CFR Part 210 - National School Lunch Program Burden

Professional Standards	210.20(b)(14)	SA maintains documentation of compliance with professional standards for State directors of School Nutrition Programs.		56	1	56	0.25	14	14	0	0	0	-
Professional Standards Exception	210.30(b)(1)(iv)	SA maintains SFAs' requests to hire individuals in medium or large LEAs who do not meet professional standards educational criteria		56	17	951	0.25	238	0		238		238
*		State Agency Level Total		56	1,492	83,570	1.49	124,728	124,491	0	238	0	238
School Food Authority/Local Education Agency Level													
	210.9(b)(19)	SFA maintains files of children directly certified.		19,019	4	76,076	0.65	49,548	49,548	-	-	-	-
Competitive Foods	210.11(b)(2)	LEAs & SFAs maintain documentation of compliance with nutrition standards for all competitive food for sale to students.		19,019	1	19,019	20.00	380,380	380,380	-	-	-	-
	210.15(b)(1) & 210.8(a)(5)	SFA maintains documentation of participation data by school to support monthly Claim for Reimbursement and data used in the claims review process.		19,019	10	190,190	5.00	950,950	950,950	-	-	-	-
Six Cents Certification	210.15(b)(2) & 210.7(d)(2)	SFAs to maintain production and menu records and documentation to support performance based reimbursement and the attestation of compliance.		19,019	1	19,019	0.25	4,755	4,755	-	-	-	-
	210.15(b)(4) & 210.9(b)(18 & 20)	SFA maintains files of school meal applications.		19,019	1	19,019	2.66	50,591	50,591	-	-	-	-
Paid Lunch Revenue	210.15(b)(6) & 210.14(e)	SFA maintains calculations of average paid lunch prices and adjustments.		19,019	1	19,019	5.00	95,095	95,095	-	-	-	-
Paid Lunch Revenue	210.15(b)(7) & 210.14(f)	SFA documents revenue from sale of nonprogram foods accrues to the nonprofit school food service account and is compliant with requirements.		19,019	1	19,019	10.00	190,190	190,190	-	-	-	-
Professional Standards	210.15(b)(8); 210.30(g)	SFA maintains documentation of compliance with professional standards for school nutrition directors, managers and personnel.		19,019	1	19,019	0.25	4,755	4,755	-	-	-	-
Local Wellness Policy	210.15(b)(9) and 210.31(f)	SFA/LEA must retain records to document compliance with the local school wellness policy requirements in 210.30(f).		19,019	1	19,019	0.25	4,755	4,755	-	0	0	0
Professional Standards Exception	210.30(b)(1)(iv)	SFA maintains documentation of requests to hire individuals in medium or large LEAs who do not meet professional standards educational criteria		951	1	951	0.25	238	0		237.75		238
Buy American	210.21(d)(5)	SFA maintains documentation demonstrating that their non-domestic food purchases do not exceed the specified annual threshold.		19,019	10	190,190	0.25	47,548	0		47547.5		47,548

OMB Control #0584-0006
Attachment A 7 CFR Part 210 - National School Lunch Program Burden

Buy American	210.21(d)(3)	SFAs include language requiring Buy American in all procurement procedures, solicitations, and contracts and maintain such documentation.		19,019	1	19,019	10.00	190,190	0		190190		190,190
Menu Planning Option in NSLP/SBP	210.10(c)(3)	SFAs maintain records to demonstrate that schools are tribally operated, are operated by the Bureau of Indian Education, or serve primarily American Indian or Alaska Native students.		317	1	317	1.00	317	0		317		317
Nutrition Requirements	210.10(a)(3)	SFAs develop menu records (beyond regular menu maintenance) that meet updated and new FNS specifications from the rule (which also includes following all previous rule menu specifications).		19,019	10	190,190	0.50	95,095	0		95,095		95,095
*		School Food Authority Level Total		19,019	42	800,066	2.58	2,064,406	1,731,018	0	333,387	0	333,387
School Level													
	210.10(m)	School maintains written statements signed by a licensed physician of the need for substitutions and recommending alternate foods unless otherwise exempted by FNS.		29,058	1	29,058	0.08	2,426	2,426	-	-	-	-
Competitive Foods	210.11(b)(2)	Organizations responsible for food service in schools maintain records.		96,860	1	96,860	0.50	48,430	48,430	-	-	-	-
	210.15(b)(1)	Schools or SFAs maintain documentation of participation data by school to support the Claim for Reimbursement.		96,860	180	17,434,800	0.15	2,615,220	2,615,220	-	-	-	-
	210.15(b)(2)(3) & 210.10(a)(3)	Schools or SFAs to maintain production, menue, and the latest nutritional analysis records to show that meals meet requirements.		96,860	180	17,434,800	0.25	4,358,700	4,358,700	-	-	-	-
	210.15(b)(5) & 210.13(b&c)	School maintains temperature records for food safety program and records from most recent food safety inspection.		96,860	120	11,623,200	0.02	232,464	232,464	-	-	-	-
*		School Level Total		96,860	481.30	46,618,718	0.16	7,257,240	7,257,240	-	-	-	-
		Total Recordkeeping Burden		115,935	410	47,502,354	0.20	9,446,374	9,112,749	0	333,625	0	333,625

OMB Control #0584-0006

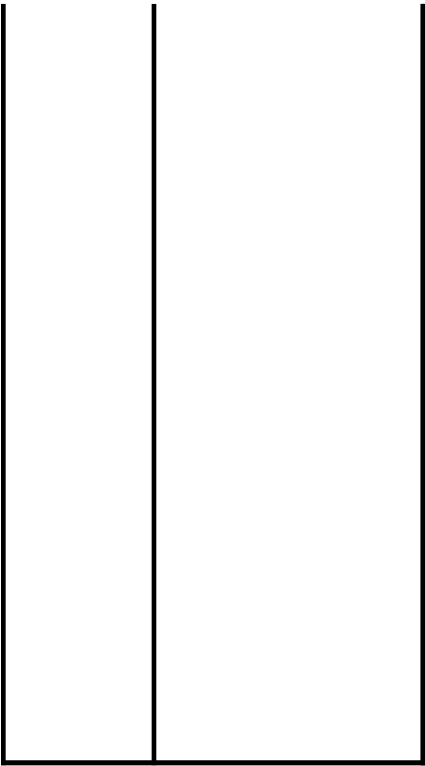
7 CFR Part 210 - National School Lunch Program

Public Notification													
				A	B	C = (A*B)	D	E= (C*D)	F				G =E-F
Program Rule	CFR Citation	Title	Form Number	Estimated # Respondents	Responses per Respondents	Total Annual Records	Estimated Avg. # of Hours Per Response	Estimated Total Hours	Current OMB Approved Burden Hrs	Existing Requirements in Use without OMB approval	Due to Program Change - Final Rule	Due to an Adjustment	Total Difference
Admin Review	210.18(m)(1)	SA must post a summary of the most recent administrative review results of SFAs on the SA website and make a copy available upon request.		56	113	6,328	0.25	1,582	1,582	0	0	0	0
		State Agency Level Total		56	113.00	6328	0.25	1582	1582	0	0	0	0
Local Wellness Policy	210.31(d)(2)	LEA must inform the public annually about the content and implementation of the local school wellness policy and any updates.		19,019	1	19,019	1.00	19,019	19,019	0	0	0	0
Local Wellness Policy	210.31(d)(3), e(2), e(3)	LEA must conduct triennial assessments of schools' compliance with the local school wellness policy and inform public about progress.		6,340	1	6,340	5.00	31,700	31,700	0	0	0	0
		Local Educational Agency / School Food Authority Level Total		19,019	1.33	25,359	2.00	50,719	50,719	0	0	0	0
				0	0.00	0	0.00	0	0	0	0	0	0
		School Level Total		-	-	-		-	-	-	-	-	0
		Total Public Notification Burden		19,075	1.66	31,687	1.65	52,301	52,301	0	0	0	0

SUMMARY OF BURDEN RECORDKEEPING, REPORTING & PUBLIC NOTIFICATION	
TOTAL NO. RESPONDENTS	115,935
AVERAGE NO. RESPONSES PER RESPONDENT	414.331
TOTAL ANNUAL RESPONSES	48,035,516
AVERAGE HOURS PER RESPONSE	0.21116203
TOTAL BURDEN HOURS	10,143,277
CURRENT OMB INVENTORY	9,808,701
DIFFERENCE (NEW BURDEN REQUESTED)	334,576

ICR #0584-0006, National School Lunch Program 7 CFR Part 210 - Summary					
	Estimated # Respondents	Responses Per Respondent	Total Annual Responses (Col. BxC)	Estimated Avg. # of Hours Per Response	Estimated Total Hours (Col. Dx E)
Recordkeeping					
State Agency Level	56	1,492	83,570	1.4925	124,728
School Food Authority Level	19,019	42	800,066	2.5803	2,064,406
School Level	96,860	481.30	46,618,718	0.15567	7,257,240
Recordkeeping Total	115,935	410	47,502,354	0.19886118	9,446,374
Reporting					
State Agency Level	56	249.32	13,962	25.27	352,833
School Food Authority Level	19,019	15.447	293,793	0.927041	272,358
School Level	96,860	2	193,720	0.1002	19,411
Reporting Total	115,935	4.33	501,475	1.2854126	644,602
Public Notification					
State Agency Level	56	113	6,328	0.25	1,582
Local Educational Agency Level	19,019	1.33	25,359	2	50,719
School Level	-	-	-	-	-
Public Notification Total	19,075	1.66	31,687	1.6505507	52,301
TOTAL BURDEN FOR NATIONAL SCHOOL LUNCH PROGRAM	115,935	414.33	48,035,516	0.21	10,143,277

Date	User Initials
12/15/22	JO



Comments

Reviewed all numbers for accuracy and that they are updated; compared with Attachment B.

