

Respondent Category	Type of Respondent	Data Collection Activity	Appendix	Sample Size	Responsive					Non-Responsive					Estimated Total Annual Hour Burden
					Estimated number of respondents	Frequency of Response	Total Annual Responses	Hours per Response	Estimated Annual Burden (hours)	Estimated number of non-respondents*	Frequency of Response	Total Annual Responses	Hours per Response	Estimated Annual Burden (hours)	
State/local government	State Child Nutrition directors	Recruitment email from FNS to State Child Nutrition directors	C.1	56	56	1	56	0.0668	3.74	0	0	0	0.00	0.00	3.74
		Introductory email request from study team to state Child Nutrition directors	C.2	56	56	1	56	0.50	28.00	0	0	0	0.00	0.00	28.00
		Reminder request emails from regional leads to state Child Nutrition directors	C.6	56	56	2	112	0.50	56.00	0	0	0	0.00	0.00	56.00
		Subtotal (States)		56	56	4	224	0.39	87.74	0	0	0	0.00	0.00	87.74
	SFA directors: Public schools	Survey instrument pre-test	B.1	9	9	1	9	1	9.00	0	0	0	0.00	0.00	9.00
		Census introductory email from state Child Nutrition directors to SFAs	C.3	15,600	10,452	1	10,452	0.0668	698.19	5,148	1	5,148	0.0334	171.94	870.14
		Initial Census recruitment email from study team to SFAs	C.4	15,600	10,452	1	10,452	0.0668	698.19	5,148	1	5,148	0.0334	171.94	870.14
		Preparation worksheet	B.3	15,600	5,226	1	5,226	0.50	2,613.00	10,374	1	10,374	0.0334	346.49	2,959.49
		Survey instrument	B.1/B.1a	15,600	10,452	1	10,452	0.50	5,226.00	5,148	1	5,148	0.0501	257.91	5,483.91
		Frequently asked questions	B.2	15,600	7,839	1	7,839	0.25	1,959.75	7,761	1	7,761	0.0334	259.22	2,218.97
		Reminder email #1	C.5	14,664	880	1	880	0.0167	14.69	13,784	1	13,784	0.0167	230.20	244.89
		Reminder email #2	C.5	13,784	827	1	827	0.0167	13.81	12,957	1	12,957	0.0167	216.38	230.20
		Reminder email #3	C.5	12,957	777	1	777	0.0167	12.98	12,180	1	12,180	0.0167	203.40	216.38
		Reminder email #4	C.5	12,180	731	1	731	0.0167	12.20	11,449	1	11,449	0.0167	191.20	203.40
		Reminder email #5	C.5	11,449	687	1	687	0.0167	11.47	10,762	1	10,762	0.0167	179.72	191.20
		Reminder email #6	C.5	10,762	646	1	646	0.0167	10.78	10,116	1	10,116	0.0167	168.94	179.72
		Reminder email #7	C.5	10,116	607	1	607	0.0167	10.14	9,509	1	9,509	0.0167	158.80	168.94
		Reminder email #8	C.5	9,509	571	1	571	0.0167	9.53	8,939	1	8,939	0.0167	149.28	158.80
		Reminder emails from State Child Nutrition Directors to SFAs	C.7	15,600	10,452	2	20,904	0.0167	349.10	5,148	2	10,296	0.0167	171.94	521.04
		Reminder letter from study team to SFAs	C.8	9,509	7,132	1	7,132	0.0334	238.21	2,377	1	2,377	0.0167	39.70	277.91
		Follow-up telephone script	C.9	8,939	1,788	2	3,575	0.0835	298.55	7,151	1	7,151	0.0167	119.42	417.97
		Subtotal (SFAs: Public Schools)		15,609	10,461	8	81,767	0.15	12,186	5,148	27.80	143,099	0.02	3,036.50	15,222.11
		Subtotal (All State/local government)				15,665	10,517	8	81,991	0.15	12,273.35	5,148	27.80	143,099	0.02
Business	SFA directors: Private schools	Census introductory email from state Child Nutrition directors to SFAs	C.3	2,000	1,340	1	1,340	0.0668	89.51	660	1	660	0.0334	22.04	111.56
		Initial Census recruitment email from study team to SFAs	C.4	2,000	1,340	1	1,340	0.0668	89.51	660	1	660	0.0334	22.04	111.56
		Preparation worksheet	B.3	2,000	670	1	670	0.50	335.00	1,330	1	1,330	0.0334	44.42	379.42
		Survey instrument	B.1/B.1a	2,000	1,340	1	1,340	0.50	670.00	660	1	660	0.0501	33.07	703.07
		Frequently asked questions	B.2	2,000	1,005	1	1,005	0.25	251.25	995	1	995	0.0334	33.23	284.48
		Reminder email #1	C.5	1,880	113	1	113	0.0167	1.88	1,767	1	1,767	0.0167	29.51	31.40
		Reminder email #2	C.5	1,767	106	1	106	0.0167	1.77	1,661	1	1,661	0.0167	27.74	29.51
		Reminder email #3	C.5	1,661	100	1	100	0.0167	1.66	1,561	1	1,561	0.0167	26.08	27.74
		Reminder email #4	C.5	1,561	94	1	94	0.0167	1.56	1,468	1	1,468	0.0167	24.51	26.08
		Reminder email #5	C.5	1,468	88	1	88	0.0167	1.47	1,380	1	1,380	0.0167	23.04	24.51
		Reminder email #6	C.5	1,380	83	1	83	0.0167	1.38	1,297	1	1,297	0.0167	21.66	23.04
		Reminder email #7	C.5	1,297	78	1	78	0.0167	1.30	1,219	1	1,219	0.0167	20.36	21.66
		Reminder email #8	C.5	1,219	73	1	73	0.0167	1.22	1,146	1	1,146	0.0167	19.14	20.36
		Reminder emails from State Child Nutrition Directors to SFAs	C.7	2,000	1,340	2	2,680	0.0167	44.76	660	2	1,320	0.0167	22.04	66.80
		Reminder letter from study team to SFAs	C.8	1,000	750	1	750	0.0334	25.05	250	1	250	0.0167	4.18	29.23
		Follow-up telephone script	C.9	1,146	229	2	458	0.0835	38.28	917	1	917	0.0167	15.31	53.59
	Subtotal (Business)				2,000	1,340	8	10,317	0.15	1,555.61	660	27.71	18,291	0.02	388.38
Not for Profit	SFA directors: Not for profit schools	Census introductory email from state Child Nutrition directors to SFAs	C.3	1,000	670	1	670	0.0668	44.76	330	1	330	0.0334	11.02	55.78
		Initial Census recruitment email from study team to SFAs	C.4	1,000	670	1	670	0.0668	44.76	330	1	330	0.0334	11.02	55.78
		Preparation worksheet	B.3	1,000	335	1	335	0.50	167.50	665	1	665	0.0334	22.21	189.71
		Survey instrument	B.1/B.1a	1,000	670	1	670	0.50	335.00	330	1	330	0.0501	16.53	351.53
		Frequently asked questions	B.2	1,000	503	1	503	0.25	125.63	497	1	497	0.0334	16.62	142.24
		Reminder email #1	C.5	940	56	1	56	0.0167	0.94	884	1	884	0.0167	14.76	15.70
		Reminder email #2	C.5	884	53	1	53	0.0167	0.89	831	1	831	0.0167	13.87	14.76
		Reminder email #3	C.5	831	50	1	50	0.0167	0.83	781	1	781	0.0167	13.04	13.87
		Reminder email #4	C.5	781	47	1	47	0.0167	0.78	734	1	734	0.0167	12.26	13.04
		Reminder email #5	C.5	734	44	1	44	0.0167	0.74	690	1	690	0.0167	11.52	12.26
		Reminder email #6	C.5	690	41	1	41	0.0167	0.69	648	1	648	0.0167	10.83	11.52
		Reminder email #7	C.5	648	39	1	39	0.0167	0.65	610	1	610	0.0167	10.18	10.83
		Reminder email #8	C.5	610	37	1	37	0.0167	0.61	573	1	573	0.0167	9.57	10.18
		Reminder emails from State Child Nutrition Directors to SFAs	C.7	1,000	670	2	1,340	0.0167	22.38	330	2	660	0.0167	11.02	33.40
		Reminder letter from study team to SFAs	C.8	500	375	1	375	0.0334	12.53	125	1	125	0.0167	2.09	14.61
		Follow-up telephone script	C.9	573	115	2	229	0.0835	19.14	458	1	458	0.0167	7.66	26.79
	Subtotal (Not for profit)				1,000	670	8	5,159	0.15	777.81	330	27.71	9,146	0.02	194.19
TOTAL REPORTING BURDEN				18,665	12,527	8	97,467	0.15	14,607	6,138	27.78	170,536	0.02	3,619	18,226

Notes:
 * For the totals in the column labeled "Estimated number of non-respondents," only those who will never respond are counted as unique non-respondents.

Total Respondents
 Total Responses

18,665
 268,003