

Appendix C: Estimated Annual Burden for Information Collection and Nonresponse for CN QRS Surveys*

Respondent Category	Type of Respondents	Instruments	Appendices	Sample Size	Responsive					Non-Responsive					Grand Total Annual Burden Estimate (hours)	Hourly Wage Rate	Total Annualized Cost of Respondent Burden
					Number of Respondents	Frequency of Response	Total Annual Responses	Hours per Response	Annual Burden (hours)	Number of Non-respondents	Frequency of Non-response	Total Annual Non-responses	Hours per Non-response**	Annual Burden (hours)			
State Agencies	State CN Directors	SA Questionnaire	B.1	53	53	1	53	0.33	17.67	0	1	0	0.02	0.00	17.67	\$47.49	\$838.99
		Reminder email with FAQs: SA	A.6	36	18	1	18	0.05	0.89	18	1	18	0.02	0.36	1.24	\$47.49	\$59.02
		Reminder telephone script: SA	A.8	18	18	1	18	0.10	1.78	0	1	0	0.02	0.00	1.78	\$47.49	\$84.32
		Read recruitment letter with FAQs: RO to SA	A.2	53	53	1	53	0.05	2.65	0	1	0	0.02	0.00	2.65	\$47.49	\$125.85
		Send recruitment letter with FAQs and contact template: SA to SFA	A.3	53	53	1	53	0.27	14.31	0	1	0	0.02	0.00	14.31	\$47.49	\$679.58
		Read invitation email with FAQs: 2M to SA	A.4	53	53	1	53	0.05	2.65	0	1	0	0.02	0.00	2.65	\$47.49	\$125.85
		Pretest: SA questionnaire and debrief	D.1	5	2	1	2	1.00	2.00	3	1	3	0.02	0.06	2.06	\$47.49	\$97.83
		Pretest recruitment	D.3	5	5	1	5	0.10	0.50	0	1	0	0.02	0.00	0.50	\$47.49	\$23.75
		School Food Authorities	SFA Officials	SFA Questionnaire	B.2	1251	1000	1	1000	0.33	329.85	251	1	251	0.02	5.03	334.88
Reminder email with FAQs: SFA	A.7			413	206	1	206	0.05	10.32	206	1	206	0.02	4.13	14.45	\$29.59	\$427.55
Reminder phone script: SFA	A.9			136	27	1	27	0.10	2.72	109	1	109	0.02	2.18	4.90	\$29.59	\$145.12
Read recruitment letter with FAQs: SA to SFA	A.3			1251	1251	1	1251	0.05	62.55	0	1	0	0.02	0.00	62.55	\$29.59	\$1,850.85
Read invitation email with FAQs: 2M to SFA	A.5			1251	1251	1	1251	0.05	62.55	0	1	0	0.02	0.00	62.55	\$29.59	\$1,850.85
Pretest: SFA questionnaire and debrief	D.2			12	4	1	4	1.00	4.00	8	1	8	0.02	0.16	4.16	\$29.59	\$123.09
Pretest recruitment	D.4			12	12	1	12	0.10	1.20	0	1	0	0.02	0.00	1.20	\$29.59	\$35.51

TOTAL*	--	--	1321	1070	4	4006	0.13	515.64	280	2	596	0.02	11.91	527.55	--	\$16,377.27
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*Some totals may not add up due to rounding. Total sample size (E21) does not equal total of respondents (F21) and non-respondents (K21) since some sample members are counted as respondents and non-respondents (i.e., for the survey and for the pretest).

**Non-response time represents time spent opening and reading email, or listening to voicemail message but not responding.