



Food and
Nutrition
Service

1320
Braddock
Place
Alexandria,
VA
22314

TO: Laurel Havas
OMB Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget (OMB)

THROUGH: Rachelle Ragland-Greene
Department Clearance Officer
United States Department of Agriculture
Office of Chief Information Office (OCIO)

Jamia Franklin
Information Collection Clearance Officer
OPS/Planning and Regulatory Affairs Office
Food and Nutrition Service (FNS)

FROM: Anna Vaudin
SNAP Evaluation Branch
OPS/SNAP Research and Analysis Division
Food and Nutrition Service (FNS)

DATE: June 5, 2024

SUBJECT: Justification for changes to participant survey sample size in OMB Control No: 0584-0680 “Rapid Cycle Evaluation of Operational Improvements in Supplemental Nutrition Assistance Program (SNAP) Employment & Training (E&T) Programs”.

The Food and Nutrition Service (FNS) is requesting a non-substantive change to the study of Rapid Cycle Evaluation of Operational Improvements in Supplemental Nutrition Assistance Program (SNAP) Employment & Training (E&T) Programs, approved under OMB Control No. 0584-0680; expiration date of March 31, 2026. Based on initial survey response rates, FNS would like to increase the number of participants who are sampled for survey participation, in order to ensure that the target of at least 3,200 total surveys are completed.

Based on response rates to the participant survey, we have revised the burden table to account for the potential for a max of 3,550 respondents to the participant survey (from a starting sample of 6,800), instead of the originally approved 3,200 (from a starting sample of 4,000). This requested increase will ensure that the target of at least 3,200 total surveys are completed, to allow for a comprehensive analysis of participant experiences with the SNAP E&T RCE interventions in each of the survey sites. Based on current projections, the study team expects the total number of surveys may reach up to 3,550 but will not exceed that number.

The following table shows the changes in sample size and burden for the Minnesota-Rural site and, as a result, for the project overall. Additionally, the full Burden Table is attached showing changes to the calculation. Sample size estimates for all participant survey materials (rows 26 – 33) were increased to reflect this change.

	Participant Survey		Total for ICR	
	Original	Change Request	Original	Change Request
Sample Size (n)	4,000	6,800	65,505	66,905
Number of Respondents	3,200	3,550	52,454	52,629
Number of Non-Respondents	800	3,250	13,051	14,276
Responsive Annual Burden Hours	800	887.5	15,135.7	15,299.3
Non-Responsive Annual Burden Hours	40.1	162.8	1,266.6	1,823.2
Grand Total Annual Burden Estimate	840.1	1,050.3	16,402.26	17,122.51
Total Annualized Cost of Respondent Burden (\$)	8,100.47	10,127.76	326,369.92	333,314.97

If you have any questions regarding this request, please contact Jamia Franklin, FNS Information Collection Clearance Officer for the Food and Nutrition Service, Planning & Regulatory Affairs Office at (703) 305-2403.

Attachments:

- Appendix T – Burden Table
 - Shows changes to the sample size for all activities associated with the participant survey, and the resulting changes to burden.