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\*Billing Code 3410-30

## **DEPARTMENT OF AGRICULTURE**

### **Food and Nutrition Service**

Submission for OMB Review; Comment Request

May 20, 2016

The Department of Agriculture has submitted the following information collection requirement(s) to OMB for review and clearance under the Paperwork Reduction Act of 1995, Public Law 104-13. Comments are requested regarding (1) whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) the accuracy of the agency's estimate of burden including the validity of the methodology and assumptions used; (3) ways to enhance the quality, utility and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

Comments regarding this information collection received by [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER] will be considered. Written comments should be addressed to: Desk Officer for Agriculture, Office of Information and Regulatory Affairs, Office of Management and Budget (OMB), [OIRA\\_Submission@omb.eop.gov](mailto:OIRA_Submission@omb.eop.gov) or fax (202) 395-5806 and to Departmental Clearance Office, USDA, OCIO, Mail Stop 7602, Washington, D.C. 20250-7602. Copies of the submission(s) may be obtained by calling (202) 720-8958.

An agency may not conduct or sponsor a collection of information unless the collection of information displays a currently valid OMB control number and the agency informs potential persons who are to respond to the collection of information that such persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

**Food and Nutrition Service**

*TITLE:* Performance Reporting System, Management Evaluation

*OMB CONTROL NUMBER:* 0584-0010

*SUMMARY OF COLLECTION:* The purpose of the Performance Reporting System is to ensure that each State agency and project area is operating the Supplemental Nutrition Assistance Program (SNAP) in accordance with the Act, regulations, and the State agency's Plan of Operation. Section 11 of the Food and Nutrition Act (the Act) of 2008 requires that State agencies maintain necessary records to ascertain that SNAP is operating in compliance with the Act and regulations and must make these records available to the Food and Nutrition Service (FNS) for inspection.

*NEED AND USE OF THE INFORMATION:* FNS will use the information to evaluate state agency operations and to collect information that is necessary to develop solutions to improve the State's administration of SNAP policy and procedures. Each State agency is required to submit one review schedule every one, two, or three years, depending on the project areas make-up of the state.

*DESCRIPTION OF RESPONDENTS:* State, Local, or Tribal Government

*NUMBER OF RESPONDENTS:* 53

*FREQUENCY OF RESPONSES:* Recordkeeping; Reporting: Annually

*TOTAL BURDEN HOURS:* 491,172

**Food and Nutrition Service**

*TITLE:* Quality Control Review Schedule

*OMB CONTROL NUMBER:* 0584-0074

*SUMMARY OF COLLECTION:* State agencies are required to perform Quality Control (QC) reviews for the Supplemental Nutrition Assistance Program (SNAP). In order to determine the accuracy of SNAP benefits authorized by State agencies, a statistical sample of SNAP cases is selected for review from each State agency. Relevant information from the case record, investigative work and documentation about individual cases is recorded on the form FNS-380, Worksheet for SNAP Quality Control Reviews.

The purpose is for State agencies to analyze each household case record including planning and carrying out the field investigation; gathering, comparing, analyzing and evaluating the review of data and forwarding selected cases to the Food and Nutrition Service for Federal validation, for the entire caseload.

*NEED AND USE OF THE INFORMATION:* Form FNS–380, is a SNAP worksheet used to determine eligibility and benefits for households selected for review in the quality control sample of active cases.

*DESCRIPTION OF RESPONDENTS:* State, Local, or Tribal Government; Individuals/Households

*NUMBER OF RESPONDENTS:* 55,120

*FREQUENCY OF RESPONSES:* Reporting; Recordkeeping: Annually

*TOTAL BURDEN HOURS:* 518,938.81

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