DEPARTMENT OF AGRICULTURE
Food and Nutrition Service

Agency Information Collection Activities: Proposed collection; Comment Request – Form
FNS-13, Annual Report of State Revenue Matching (National School Lunch Program)

AGENCY: Food and Nutrition Service (FNS), USDA.

ACTION: Notice.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, this notice invites the general public and other public agencies to comment on this proposed information collection which concerns the appropriation and use of State funds for the National School Lunch, School Breakfast and Special Milk Programs. This collection is a revision of a currently approved collection.

DATES: Written comments must be received on or before [insert date that is 60 days after publication in the Federal Register].

ADDRESSES: Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions that were used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information
on those who are to respond, including use of appropriate automated, electronic, mechanical, or
other technological collection techniques or other forms of information technology.

Written comments may be sent to Jon Garcia, Acting Branch Chief, Program Analysis and
Monitoring Branch, Food and Nutrition Service, U.S. Department of Agriculture, 3101 Park
Center Drive, Room 640, Alexandria, VA 22302. Comments will also be accepted through the
Federal eRulemaking Portal. Go to http://www.regulations.gov, and follow the online
instructions for submitting comments electronically.

All written comments will be open for public inspection at the office of the Food and Nutrition
Service during regular business hours (8:30 a.m. to 5 p.m. Monday through Friday) at 3101 Park
Center Drive, Room 640, Alexandria, Virginia 22302.

All responses to this notice will be summarized and included in the request for Office of
Management and Budget approval. All comments will be a matter of public record.

FOR FURTHER INFORMATION CONTACT: Requests for additional information or
copies of this information collection should be directed to Jon Garcia at (703) 305-2600.

SUPPLEMENTARY INFORMATION:

Title: 7 CFR Part 210, National School Lunch Program.

Form Number: FNS-13.

OMB Number: 0584-0075.

Expiration Date: 2/28/2014.

Type of Request: Revision of a currently approved collection.

Abstract: FNS uses the Annual Report of State Revenue Matching, Form FNS-13, to collect data
on State revenue matching to meet the reporting required by 7 CFR 210.17(g). The Food and Nutrition Service administers the National School Lunch Program, the School Breakfast Program, and the Special Milk Program as mandated by the Richard B. Russell National School Lunch Act (NSLA), as amended (42 U.S.C. 1751, et seq.), and the Child Nutrition Act of 1966, as amended (42 U.S.C. 1771, et seq.). Information on school program operations is collected from State agencies on a yearly basis to monitor and make adjustments to State agency funding requirements. As provided in 7 CFR 210.17, each school year, State revenues must be appropriated or used specifically by the State for Federal school lunch program purposes. The amount that must be appropriated or used generally is at least 30% of the funds received by the State under Section 4 of the NSLA (42 U.S.C. 1753) during the school year beginning July 1, 1980, unless exemptions or waivers are met, as described in 7 CFR 210.17. The form is an intrinsic part of the accounting system currently being used by the subject programs to ensure proper reimbursement as well as to facilitate adequate recordkeeping. The FNS-13 form is provided to States through a web-based Federal reporting system and, 100 percent of the information is collected through electronic means. There are no changes required for the instructions on FNS-13. However, this revision made significant program adjustment to reporting burden hours as a result of automation and the advancement of State systems technology. The response time (estimated average number of hours per response) is decreased from the previously approved 80 hours to 8 hours and hence the total number of burden hours is reduced from 4,560 to 456 hours.

Affected Public: State agencies.

Estimated Number of Respondents: 57 State agencies.

Estimated Number of Responses per Respondent: 1.
Estimated Total Annual Responses: 57.

Estimated Time per Response: 8 hours.

Estimated Total Annual Burden on Respondents: 456 hours.

See the table below for estimated total annual burden for each type of respondent.

<table>
<thead>
<tr>
<th>Respondent</th>
<th>Estimated # Respondent</th>
<th>Responses annually per Respondent</th>
<th>Total Annual Responses</th>
<th>Estimated Avg. # of Hours Per Response</th>
<th>Estimated Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reporting Burden</td>
<td>57</td>
<td>1.00</td>
<td>57</td>
<td>8</td>
<td>456</td>
</tr>
<tr>
<td>State agency</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>57</strong></td>
<td><strong>1.00</strong></td>
<td><strong>57</strong></td>
<td><strong>8</strong></td>
<td><strong>456</strong></td>
</tr>
<tr>
<td><strong>Reporting</strong></td>
<td></td>
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<tr>
<td><strong>Burden</strong></td>
<td><strong>57</strong></td>
<td><strong>1.00</strong></td>
<td><strong>57</strong></td>
<td><strong>8</strong></td>
<td><strong>456</strong></td>
</tr>
</tbody>
</table>

Dated: August 30, 2013.

__________________________________________________
Audrey Rowe,
Administrator,
Food and Nutrition Service.

Attachment: Appendix A: FNS-13 Annual Report of State Revenue Matching
Appendix A

Sample Version of the Proposed FNS-13 and Instructions

<table>
<thead>
<tr>
<th>1. STATE</th>
<th>2A. STATE AGENCY</th>
<th>2B. AGENCY CODE (7 Digits)</th>
<th>3. REPORT FOR SCHOOL YEAR ENDING</th>
<th>4. FINAL REPORT (X=One)</th>
<th>5. STATE REVENUES TO BE COUNTED TOWARD THE STATE REVENUE MATCHING REQUIREMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>June 30,</td>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>

NON-FEDERAL REVENUES

(NO: Do not enter cents in Item 5. All amounts must be rounded to nearest whole dollar.)

6. REMARKS

7. CERTIFICATION

I certify that this report is true and correct to the best of my knowledge and belief.

8. SIGNATURE

9. TITLE

10. DATE SIGNED

Electronic Form Version Designed in Adobe 10.0 Version

SBU

[Form not fully visible in image]
INSTRUCTIONS

PREPARATION AND DISTRIBUTION - Submit on-line via the Food Programs Reporting System (FPRS).

PURPOSE - This report provides data necessary to monitor the State Revenue Matching Requirement under the National School Lunch Program (NSLP).

REPORTING PERIOD - The period covered by this report shall be the school year (July 1 - June 30). The report must be submitted on-line via FPRS by October 31.

STATE AGENCY RESPONSIBILITIES - Each State agency is responsible for submitting a report on "actual data." Further, the State agency must provide, at the request of FNS, adequate corrections and/or clarifications on a timely basis.

All items are self-explanatory except.

ITEM 4 - If this is not a final report, indicate in the "Remarks" section why it is not the final report and when the final report will be submitted.

ITEM 5 - Enter the amount of non-Federal revenue applicable to the State Revenue Matching Requirement (SRMR). This refers to those revenues used specifically by the State for school nutrition program purposes (NSLP, SBP, and SMP in schools) as defined in the NGLP regulations and must be documented by an audit trail to ensure that revenues provided are used for the stated purpose. For example: funds appropriated by a State and used for reimbursing schools on a per-meal basis for meals served could be counted in this item.