

hours are 8 a.m. to 4:30 p.m., Monday through Friday, except holidays. To be sure someone is there to help you, please call (202) 799-7039 before coming.

**FOR FURTHER INFORMATION CONTACT:** For information on the regulations for the certification program for imported articles of *Pelargonium* spp. and *Solanum* spp. to prevent introduction of potato brown rot, contact Dr. Vedpal Malik, Senior Agriculturist, QPAS, PPQ, APHIS, 4700 River Road Unit 60, Riverdale MD 20737; (301) 851-2278. For copies of more detailed information on the information collection, contact Mrs. Celeste Sickles, APHIS' Information Collection Coordinator, at (301) 851-2908.

**SUPPLEMENTARY INFORMATION:**

*Title:* Certification Program for Imported Articles of *Pelargonium* spp. and *Solanum* spp. To Prevent the Introduction of Potato Brown Rot.

*OMB Number:* 0579-0221.

*Type of Request:* Revision to and extension of approval of an information collection.

*Abstract:* The Plant Protection Act (PPA, 7 U.S.C. 7701 *et seq.*) authorizes the Secretary of Agriculture to restrict the importation, entry, or interstate movement of plants, plant products, and other articles to prevent the introduction of plant pests and noxious weeds into the United States.

The regulations in 7 CFR part 319 prohibit or restrict the importation of certain plants and plant products into the United States to prevent the introduction of plant pests. The regulations contained in "Subpart—Plants for Planting," §§ 319.37 through 319.37-14 (referred to below as the regulations), restrict, among other things, the importation of living plants, plant parts, seeds, and plant cuttings for propagation. These restrictions on certain importations help to prevent the introduction of plant pests and diseases, such as *Ralstonia solanacearum* race 3 biovar 2, into the United States. *R. solanacearum* race 3 biovar 2 is a bacterium that causes potato brown rot, which causes potatoes to rot through, making them unusable and seriously affecting potato yields.

The regulations provide a certification program for articles of *Pelargonium* spp. and *Solanum* spp. imported from countries where *R. solanacearum* race 3 biovar 2 is known to occur. The requirements of the certification program were designed to ensure that *R. solanacearum* race 3 biovar 2 will not be introduced into the United States through the importation of articles of *Pelargonium* spp. and *Solanum* spp.

The certification program requires information collection activities, including a phytosanitary certificate and additional declaration, trust fund, compliance agreement, and production site registration.

The information collection activities of a phytosanitary certificate, trust fund, and compliance agreement were approved by the Office of Management and Budget (OMB) under control number 0579-0221. However, when comparing the regulations with the information collection activities, we found that production site registration was omitted from previous information collections. This has resulted in a change of the estimated total annual burden from 1,022 hours to 1,027 hours.

We are asking OMB to approve our use of these information collection activities, as described, for an additional 3 years.

The purpose of this notice is to solicit comments from the public (as well as affected agencies) concerning our information collection. These comments will help us:

- (1) Evaluate 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) Evaluate the accuracy of our estimate of the burden of the collection of information, including the validity of the methodology and assumptions used;
- (3) Enhance the quality, utility, and clarity of the information to be collected; and
- (4) Minimize the burden of the collection of information on those who are to respond, through use, as appropriate, of automated, electronic, mechanical, and other collection technologies; e.g., permitting electronic submission of responses.

*Estimate of burden:* The public reporting burden for this collection of information is estimated to average 1 hour per response.

*Respondents:* Growers, importers, and foreign national plant protection organizations.

*Estimated annual number of respondents:* 37.

*Estimated annual number of responses per respondent:* 27.89.

*Estimated annual number of responses:* 1,032.

*Estimated total annual burden on respondents:* 1,027 hours. (Due to averaging, the total annual burden hours may not equal the product of the annual number of responses multiplied by the reporting burden per response.)

All responses to this notice will be summarized and included in the request

for OMB approval. All comments will also become a matter of public record.

Done in Washington, DC, this 30th day of January 2013.

**Kevin Shea,**

*Acting Administrator, Animal and Plant Health Inspection Service.*

[FR Doc. 2013-02355 Filed 2-1-13; 8:45 am]

**BILLING CODE 3410-34-P**

## DEPARTMENT OF AGRICULTURE

### Food and Nutrition Service

#### Agency Information Collection Activities: Proposed Collection; Comment Request—State Administrative Expense Funds Regulations

**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 related to State administrative expense funds expended in the operation of the Child Nutrition Programs (7 CFR parts 210, 215, 220, 226 and 250) administered under the Child Nutrition Act of 1966. This collection is a revision of a currently approved collection.

**DATES:** Written comments must be received on or before April 5, 2013.

**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.

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 Mr. Jon Garcia at (703) 305-2590.

**SUPPLEMENTARY INFORMATION:**

*Title:* 7 CFR Part 235, State Administrative Expense Funds Regulations.

*Form Numbers:* FNS-74, FNS-525, FNS-777.

*OMB Number:* 0584-0067.

*Expiration Date:* 04/30/2013.

*Type of Request:* Revision of a currently approved collection.

*Abstract:* Section 7 of the Child Nutrition Act of 1966 (Pub. L. 89-642), 42 U.S.C. 1776, authorizes the Department to provide Federal funds to State agencies (SAs) for administering the Child Nutrition Programs (7 CFR parts 210, 215, 220, 226 and 250). State Administrative Expense Funds (SAE), 7 CFR part 235, sets forth procedures and recordkeeping requirements for use by SAs in reporting and maintaining records of their needs and uses of SAE funds. The reporting and recordkeeping burden associated with this revision is summarized in the charts below. The number of SAs participating in the CN programs decreased from 88 to 87 resulting in a decrease of 2 reporting burden hours and a decrease of 104 recordkeeping burden hours. A program adjustment to increase a recordkeeping

requirement resulted in an increase of 129 burden hours for a net increase of (+23) total burden hours associated with this revision.

**Total Burden Including Reporting and Recordkeeping**

*Affected Public:* State Agencies.

*Estimated Number of Respondents:* 87.

*Estimated Number of Responses per Respondent:* 148.

*Estimated Total Annual Responses:* 12,890.

*Estimate Time per Response:* 1.05.

*Estimated Total Annual Burden:* 13,548.

*Current OMB Inventory:* 13,526.

*Difference Burden Revisions Requested:* +22.

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

Affected public	Est. Number of respondents	Number of responses per respondent	Total annual responses	Est. total hours per response	Est. total burden
<b>Reporting</b>					
State Agencies .....	87	6.8621	597	1.335	797
Total Estimated Reporting Burden .....	87	.....	597	.....	797
<b>Recordkeeping</b>					
State Agencies .....	87	141.29885	12,293	1.03725	12,751
Total Estimated Recordkeeping Burden .....	87	.....	12,293	.....	12,751
<b>Total of Reporting and Recordkeeping</b>					
Reporting .....	87	6.8621	597	1.335	797
Recordkeeping .....	87	141.29885	12,293	1.03725	12,751
Total .....	87	148.16	12,890	1.05	13,548

Dated: January 25, 2013.

**Audrey Rowe,**

*Administrator, Food and Nutrition Service.*

Attachments

BILLING CODE 3410-30-P

Print

OMB APPROVED NO. 0584-0067  
Expiration Date: XX/XX/XXXX

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a Collection of Information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0067. The time required to complete this information collection is estimated to average 15 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

**INSTRUCTIONS:** Sign and submit the original and one copy of this Agreement to your FNS regional office. You must have original signatures on both copies of the agreement and the following attachments, which become part of this Agreement: Certification Regarding the Drug-Free Workplace Requirements (Form AD-1049); Certification Regarding Lobbying; and Disclosure of Lobbying Activities (Form SF-LLL).

**FEDERAL-STATE AGREEMENT  
CHILD NUTRITION AND FOOD DISTRIBUTION PROGRAMS  
FOOD AND NUTRITION SERVICE  
U.S. DEPARTMENT OF AGRICULTURE**

**1. What is the purpose of this agreement?**

This agreement sets out the requirements for administering the Child Nutrition Programs and the Food Distribution Programs.

**2. Who are the parties to this agreement?**

The Food and Nutrition Service (FNS), U.S. Department of Agriculture (USDA) \_\_\_\_\_  
(State agency). In consideration of the funds and commodities provided by FNS to the State agency and the services provided by the State agency, the parties agree to the provisions of this agreement.

**3. What programs does this agreement cover?**

This agreement covers the programs noted with an "X" in the chart below. If the State agency decides to discontinue or begin administration of any of these programs after signing this agreement, the State agency must provide FNS advance written notice, including the proposed effective date of the change. Upon approval of the request, FNS will enter into a new agreement or amend this agreement.

	National School Lunch Program	School Breakfast Program	Special Milk Program	Com- modity School Program	Child and Adult Care Food Program	Summer Food Service Program	Nutrition Education Training	Food Distri- bution Programs
Public schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public residential child care institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private residential child care institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonresidential child care institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonresidential adult care institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service institutions (including camps)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Charitable institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disasters and situations of distress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CSFP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FDPIR and FDPI in Oklahoma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonprofit summer camps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TEFAP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (describe)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**4. What are the definitions for the terms used in this agreement?**

The terms in this agreement have the same meaning as they are defined in the program statutes, program regulations, and the glossary in Appendix A to this agreement.

**5. What is the authority for this agreement?**

This agreement is authorized by the program statutes listed in Appendix A to this agreement.

**6. What is the duration of this agreement?**

This agreement is effective for the Federal Fiscal Year from October 1, \_\_\_\_\_ to September 30, \_\_\_\_\_. This agreement may be extended by FNS. The extension will be in the form of the annual grant award document announcing the grant amounts for each program for each Federal Fiscal Year.

**7. How may this agreement be terminated?**

This agreement may be terminated in accordance with the program statutes, program regulations, and 7 CFR Parts 3015.124, 3016.43 and 3016.44.

**8. May this agreement be amended?**

This agreement may be amended only by FNS. However, either FNS or the State agency may propose amendments. FNS amendments are not subject to approval by the State agency. By continuing to operate the covered programs after an amendment to this agreement, the State agency agrees to comply with the amendment.

If the State agency does not wish to comply with an amendment, the State agency must seek to terminate the agreement in accordance with Section 7 of this agreement.

**9. What are the requirements for FNS?**

Subject to available appropriations, FNS will provide funds and commodities to the State agency for the programs covered by this agreement. In addition and also subject to available appropriations, FNS will provide State Administrative Expense funds and Cash-in-Lieu of Donated Foods (7 CFR Part 240) when the State agency is approved to administer a program for which those funds are available.

FNS will provide the funds and commodities in accordance with program statutes, program regulations, any FNS instructions, policy memoranda, guidance, and other written directives interpreting the program statutes and program regulations, and the other statutes and regulations cited in this agreement.

**10. What are the requirements for the State agency?****A. Program Statutes, Program Regulations, Instructions, Policy Memoranda, and Guidance**

The State agency will comply with the program statutes and program regulations applicable to the programs covered by this agreement. The State agency also will comply with any FNS instructions, policy memoranda, guidance, and other written directives interpreting the program statutes and program regulations applicable to those programs.

**B. Departmental Regulations on Grants and Cooperative Agreements**

The State agency will comply with the following USDA Regulations:

- i. 7 CFR Part 3015, Uniform Federal Assistance Regulations;
- ii. 7 CFR Part 3016, Uniform Administrative Requirements for Grants and Cooperative Agreements;
- iii. 7 CFR Part 3019, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations, and Institutions;
- iv. 7 CFR Part 3051, Audits of Institutions of Higher Education and Other Nonprofit Institutions;
- v. 7 CFR Part 3052, Audits of States, Local Governments, and Nonprofit Organizations.

**C. Debarment and Suspension**

The State agency will comply with 7 CFR Part 3017, Subparts A-E, Governmentwide Debarment and Suspension (Nonprocurement). If this agreement covers Food Distribution Programs other than food distribution related to the Child Nutrition Programs, and the State agency has signed and attached to this agreement the Certificate Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions, the SA must submit an additional Certification to FNS by October 1 of each year.

**D. Nondiscrimination and Equal Employment Opportunity**

The State agency will comply with the following nondiscrimination statutes and regulations, any other related regulations, and any FNS and USDA nondiscrimination directives:

- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 200d et seq.), USDA regulations at 7 CFR Part 15, Nondiscrimination, and Department of Justice regulations at 28 CFR Part 42, Nondiscrimination; Equal Employment Opportunity; Policies and Procedures;
- ii. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefitting from Federal Financial Assistance;
- iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), USDA regulations at 7 CFR Part 15b, Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving Federal Financial Assistance, and Department of Justice regulations at 28 CFR Part 41, Implementation of Executive Order 12250, Nondiscrimination On The Basis of Handicap In Federally Assisted Programs; and
- iv. The Age Discrimination Act of 1975 42 (U.S.C. 6101 et seq.),

The State agency assures that it will immediately take any measures necessary to effectuate the requirements in the laws, regulations, and directives. The State agency gives this assurance in consideration of and for the purpose of obtaining the funds and commodities provided under this agreement.

**E. Lobbying**

The State agency will comply with the 7 CFR Part 3018, New Restrictions on Lobbying and has signed and attached to this agreement the Certificate Regarding Lobbying and, if applicable, the Disclosure of Lobbying Activities (Forms SF-LLL) and annually will sign and submit a certificate, if applicable, Form SF-LLL to FNS.

**F. Drug-Free Workplace**

The State agency will comply with 7 CFR Part 3017, Subpart F, Drug-Free Workplace and will maintain a drug-free workplace in accordance with (check one):

- ☐ The current annual single State or State agency drug-free workplace certification statement that is on file with USDA.
- ☐ The Certification Regarding the Drug-Free Workplace Requirements (Form AD-1049) that the State agency has signed and attached to this agreement.

**11. How do changed or new statutes, regulations, instructions, policy memoranda, and guidance affect this agreement?**

By continuing to operate the covered programs after the enactment or issuance of any changed or new statutes or regulations applicable to the programs covered by this agreement and any changed or new instructions, policy memoranda, guidance, and other written directives interpreting these statutes or regulations, the State agency agrees to comply with them.

If the State agency does not wish to comply with any changes or new items, the State agency must seek to terminate the agreement in accordance with Section 7 of this Agreement.

**12. Signatures**

STATE AGENCY	USDA
By (Signature)	By (Signature)
TITLE	TITLE
DATE	DATE

**Appendix A – Glossary****"Child Nutrition Programs" means:**

National School Lunch Program (NSLP)  
Special Milk Program for Children (SMP)  
School Breakfast Program (SBP)  
Commodity School Program  
Summer Food Service Program (SFSP)  
Child and Adult Care Food Program (CACFP)  
Nutrition Education and Training Program (NET)  
State Administrative Expense Funds (SAE)

**"Food Distribution Programs" means:**

The commodity donation portion of the Child Nutrition Programs  
Commodity assistance for charitable institutions  
Commodity Supplemental Food Program (CSFP)  
Commodity assistance for disasters and situations of distress  
Food Distribution Program for households on Indian reservations (FDPIR)  
Food Distribution Program for Indian households (FDPI) in Oklahoma  
Commodity assistance for nonprofit summer camps  
The Emergency Food Assistance Program (TEFAP)

**"Program Statutes" means:**for the Child Nutrition Programs

Richard B. Russell, National School Lunch Act (42 U.S.C. 1751-69h)  
Child Nutrition Act of 1966 (42 U.S.C. 1771-91)

for the Food Distribution Programsgeneral and charitable institutions

Commodity Distribution Reform Act and WIC Amendments of 1987 (7 U.S.C. 612c note)  
Section 32 of the Act of August 24, 1935 (7 U.S.C. 612c)  
Section 416(a) of the Agricultural Act of 1949 (7 U.S.C. 1431(a))

CSFP

Sections 4(a) and 5 of the Agriculture and Consumer Protection Act of 1973 (7 U.S.C. 612c note)

Disasters and Situations of Distress

Section 412 and 413 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5179-80)  
Section 4(a) of the Agriculture and Consumer Protection Act of 1973 (7 U.S.C. 612c note)

FDPIR

Section 4(b) of the Food Stamp Act of 1977 (7 U.S.C. 2013(b))  
Section 4(a) of the Agriculture and Consumer Protection Act of 1973 (7 U.S.C. 612c note)

FDPI for Oklahoma

Section 1336 of the Food Stamp and Commodity Distribution Amendments of 1981

Nonprofit Summer Camps for Children

Section 4(a) of the Agriculture and Consumer Protection Act of 1973 (7 U.S.C. 612c note)

TEFAP

Emergency Food Assistance Act of 1983 (7 U.S.C. 7501-16)

"Program Regulations" means the regulations noted below:

7 CFR: Part 210 National School Lunch Program  
Part 215 Special Milk Program for Children  
Part 220 School Breakfast Program  
Part 225 Summer Food Service Program  
Part 226 Child and Adult Care Food Program  
Part 227 Nutrition Education and Training Program  
Part 235 State Administrative Expense funds  
Part 240 Cash in Lieu of donated foods  
Part 245 Determining eligibility for free and reduced price meals and free milk in schools  
Part 247 Commodity Supplemental Food Program  
Part 250 Donation of foods for use in the United States, its territories and possessions and areas under its jurisdiction  
Part 251 The Emergency Food Assistance Program  
Part 253 Administration of the Food Distribution Program for households on Indian reservations  
Part 254 Administration of the Food Distribution Program for Indian households in Oklahoma

Print

OMB APPROVED NO. 0584-0067  
Expiration Date: XXX/XX/XXXXU.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE  
**STATE ADMINISTRATIVE EXPENSE FUNDS  
REALLOCATION REPORT**

GRANTEE NAME

*See Instructions on Reverse*

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0067. The time required to complete this information collection is estimated to average 12.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**CURRENT STATUS OF SAE FUNDS (to be completed by regional office)**

CURRENT FISCAL YEAR \_\_\_\_\_

AUTHORIZED FUNDING LEVEL

\$ \_\_\_\_\_

**I. USE OF AUTHORIZED FUNDING LEVEL**

DOLLAR AMOUNT

TOTAL DOLLARS

A. Estimate of funds to be obligated by September 30 of the current fiscal year.

\$ \_\_\_\_\_

B. Funds from the Current Fiscal Year Grant to be carried over for obligation and expenditure during the next fiscal year.

\$ \_\_\_\_\_

**II. TO INCREASE THE AUTHORIZED FUNDING LEVEL (Justification Required)**TOTAL AMOUNT OF ADDITIONAL FUNDS REQUESTED IN EXCESS OF AUTHORIZED FUNDING LEVEL  
(MUST EQUAL A + B)

\$ \_\_\_\_\_

A. Amount of these funds to be obligated by September 30 of the current fiscal year.

\$ \_\_\_\_\_

B. Amount of these funds to be carried over for obligation and expenditure during the next fiscal year.

\$ \_\_\_\_\_

**III. TO DECREASE THE AUTHORIZED FUNDING LEVEL**

TOTAL AMOUNT OF FUNDS TO BE RETURNED TO FNS (MUST EQUAL A + B)

\$ \_\_\_\_\_

A. Funds from the Current Fiscal Year Grant to be returned.

\$ \_\_\_\_\_

B. Funds from the Preceding Fiscal Year Grant to be returned.

\$ \_\_\_\_\_

**IV. ASSURANCES**

BY SIGNING BELOW, I (THE AUTHORIZED STATE OFFICIAL) ATTEST THAT THE STATE AGENCY:

A. Will need the total amount of additional funds indicated under Section II (Total Dollars) for the Current Fiscal Year Grant.

B. Authorizes release and hereby releases from its Current Fiscal Year Grant the amount entered on Line III, A and from its Preceding Fiscal Year Grant the amount entered on Line III, B making such funds available to FNS for reallocation to other State agencies.

**V. SIGNATURES**

AUTHORIZED STATE OFFICIAL

TITLE

DATE

REGIONAL ADMINISTRATOR OR DESIGNATED FNS OFFICIAL

DATE



**INSTRUCTIONS FOR FNS-525***(All Items Are Self-Explanatory Unless Noted Below)*

All State agencies (SAs) must complete this form. This must be done even if an SA is not requesting or returning funds.

**DEFINITIONS (For purposes of this report)**

1. **AUTHORIZED FUNDING LEVEL** - The amount of SAE funds available to an SA for a given fiscal year, including the Current Fiscal Year Grant plus previous fiscal year's carryover funds.
2. **CARRYOVER FUNDS** - SAE funds which are available to the SA for obligation and expenditure during the second year of the grant.
3. **CURRENT FISCAL YEAR GRANT** - SAE grant available for the current and next fiscal years, and expiring September 30 of the next fiscal year.
4. **PRECEDING FISCAL YEAR GRANT** - SAE grant available for the preceding and current fiscal years, and expiring September 30 of the current fiscal year.
5. **OBLIGATION** - This includes outlays and unliquidated obligations as reported on line "K" of the SF-269 report.

**CURRENT STATUS OF SAE FUNDS**

Review the information completed by the regional office for accuracy. Please contact the regional office if there is any discrepancy.

**SECTION I - USE OF AUTHORIZED FUNDING LEVEL**

Please note: Under Current Status of SAE Funds, the Authorized Funding Level should equal the sum of I, A and I, B and III. If these amounts are not equal, please provide an explanation for the difference.

Enter the best estimate of the amount of the Authorized Funding Level (under Current Status of SAE Funds) which will be obligated by September 30 of the current fiscal year.

**SECTION II - TO INCREASE THE AUTHORIZED FUNDING LEVEL**

Before any request for additional funds can be considered, an explanation for the planned use of carryover funds is necessary. Any carryover funds for the current fiscal year an SA anticipates having must be earmarked for an essential one-time only activity. Requests from SAs will be considered for funding only to the extent that anticipated carryover funds are insufficient to cover essential one-time only activities.

A written justification is required for each activity for which funds are requested. Only requests from an SA for one-time only activities that can be demonstrated to be essential to the administration of its program(s) will be considered for funding. The justification included with the request for reallocation funds must include the following:

1. Description of the use of funds - objectives and activities planned.
2. If more than one item is being requested, rank the items in descending order of priority.
3. Description of how the Child Nutrition Programs will be adversely affected if an SA does not receive reallocation funds.
4. For projects - a) time period during which project is to be completed; b) the methods to be used in evaluating the project; and c) the results to be obtained.
5. Itemized costs of activity, including (as applicable): a) salaries and fringe benefits, b) travel expenses, c) office equipment, d) training and education, e) general administrative costs (specify), f) other costs (specify and explain), g) total direct costs, h) total indirect costs, and i) total costs.
6. Sources of funding for activity, including (as applicable): a) local contribution, b) State contribution, and c) total amount of SAE request.

**SECTION IV - ASSURANCES**

- A. Applicable only to those SAs requesting SAE funds.
- B. Applicable only to those SAs returning SAE funds.

**SECTION V - SIGNATURES**

All SAs must sign this form. This must be done even if an SA is not requesting or returning funds.

Print		OMB APPROVED NO. 0584-0067 Expiration Date: XX/XX/XXXX	
<b>FINANCIAL STATUS REPORT</b>		<b>1. FEDERAL AGENCY &amp; ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED</b> <b>FOOD AND NUTRITION SERVICE, USDA</b>	
<b>3. RECIPIENT ORGANIZATION</b> (Name and complete address, including Zip code. Also enter assigned State code.)		<b>4. AGENCY DUNS NUMBER</b>	
<b>5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER</b>		<b>6. FINAL REPORT</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>7. BASIS</b> <input type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL		<b>8. PROJECT/GRANT PERIOD</b>	
<b>9. PERIOD COVERED BY THIS REPORT</b>		<b>10. STATUS OF FUNDS</b>	
<b>CHILD AND ADULT CARE PROGRAM</b>		<b>SUMMER PROGRAM</b>	
<b>PROGRAMS/FUNCTIONS/ACTIVITIES</b>		<b>ADVANCES</b>	
<b>MEAL SERVICE</b>		<b>MEAL SERVICE</b>	
<b>SPONSOR ADMIN.</b>		<b>SPONSOR ADMIN.</b>	
<b>AUDIT</b>		<b>INSPECTION</b>	
<b>START-UP &amp; EXPANSION</b>		<b>STATE ADMIN. FUNDS</b>	
<b>CASH FOR COMMODITIES</b>		<b>10. TOTAL</b> (Net Cash 1, 2, 3 & 7)	
<b>a. Net outlays previously reported</b>		<b>b. Total outlays this report period</b>	
<b>c. Less: Program Income credits</b>		<b>d. Net outlays this report period</b> (Line b minus line c)	
<b>e. Net outlays to date</b> (Line a plus line d)		<b>f. Less: Non-Federal share of outlays</b>	
<b>g. Total Federal share of outlays</b> (Line e minus line f)		<b>h. Total unliquidated obligations</b>	
<b>i. Less: Non-Federal share of unliquidated obligations shown on line h</b>		<b>j. Federal share of unliquidated obligations</b>	
<b>k. Total Federal share of outlays and unliquidated obligations</b>		<b>l. Total cumulative amount of Federal funds authorized</b>	
<b>m. Unobligated balance of Federal funds</b>		<b>n. Advances Only</b>	
<b>11. INDIRECT EXPENSE</b>		<b>12. REMARKS:</b> Attach any explanation deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.	
<b>a. TYPE</b>		<b>b. RATE</b>	
<b>c. PERIOD FROM</b>		<b>d. PERIOD TO</b>	
<b>e. BASE</b>		<b>f. AMOUNT CHARGED</b>	
<b>g. FEDERAL SHARE</b>		<b>g. TOTALS</b>	
<b>13. CERTIFICATION:</b> I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.		<b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b>	
<b>NAME</b>		<b>TITLE</b>	
<b>TELEPHONE NO.</b>		<b>DATE REPORT SUBMITTED</b>	
<b>AREA CODE</b>		<b>NUMBER</b>	

No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing regulation (34 C.F.R. 256).

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Research and Analysis (0584-0067), Alexandria, VA 22302. Do not return the completed form to this address.

FORM FNS-777 (10-12) Previous Editions Obsolete

**SBU**

NOTE: When reordering this form specify "FNS-777 Child Nutrition".  
Electronic Form Version Designed in Adobe 10.0 Version

5. Enter the State agency DUNS Number.
5. This space is reserved for an account number or other identifying numbers that may be assigned by the State agency.
8. Enter the month, day, and year of the beginning and ending of this Project/Grant period.
10. The purpose of vertical columns (1) through (20) is to provide financial data for each program, function, and activity for which the State agency received Federal program funds.
- 10a. Enter the cumulative net outlays previously reported. This amount should be the same as the amount reported in Line 10c of the last report. If there has been an adjustment to the amount shown previously, please attach explanation. Show zero if this is the initial report.
- 10b. Enter the total gross program outlays (less rebates, refunds, and other discounts) for this calendar quarter, including disbursements of cash realized as program income. For reports that are prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expense charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to contractors and subgrantees. For reports prepared on an accrual basis, outlays are the sum of actual cash disbursements, the amount of indirect expense incurred, the value of in-kind contributions applied, and the net increase (or decrease) in the amounts owed by the State agency for goods and other property received and for services performed by employees, contractors, subgrantees, and other payees.
- 10c. Enter the amount of all program income realized in this quarter that is required by the terms and conditions of the Federal grant to be deducted from total program costs. For reports prepared on a cash basis, enter the amount of cash income received during the reporting period. For reports prepared on an accrual basis, enter the amount of income earned since the beginning of the reporting period. When the terms or conditions allow program income to be added to the total award, explain in remarks, the source, amount and disposition of the income.
- 10f. Enter the amount pertaining to the non-Federal share of program outlays included in the amount on line e. For all columns except 11 and 12 (SAE), this entry should be zero.
- 10h. Enter total amount of unliquidated obligations for this program. Included in unliquidated obligations are:  
Cash basis -- obligations incurred but not paid;  
Accrual basis -- obligations incurred but for which an outlay has not been recorded.  
Do not include any amounts that have been included on lines a through g. On the final report, line h should have a zero balance. If it does not, the State agency's justification must accompany the final report.
- 10j. Enter the Federal share of unliquidated obligations shown on line h. The amount shown on this line should be the difference between the amounts on lines h and i.
- 10k. Enter the sum of the amounts shown on lines g and j. If the report is final, the report should not contain any unliquidated obligations.
- 10m. Enter the unobligated balance of Federal funds. This amount should be the difference between lines k and i.
- 10n. Enter the amount of the advance which has not been offset by valid claims. (As per 7 CFR Part 226.2, advanced payments mean financial assistance made available to an institution for its Program costs prior to the month in which such costs will be incurred).
11. Indirect Expense: This section captures information on indirect costs assessed against the State agency's direct program costs. Indirect cost can be charged only to the following Federal funding sources: Child and Adult Care Food Program Audit (column 3), Summer Food Service Program State Administrative Costs (column 9), and SAE (columns 11 and 12). Complete this information in accordance with the following instructions. If there are no indirect costs to report, you may enter zero or leave the field blank.
- 11a. Type of Rate(s): State whether each indirect cost rate is Provisional, Predetermined, Final, or Fixed.
- 11b. Rate: Enter the indirect cost rate(s) in effect during the reporting period.
- 11c. Period From; Period To: Enter the beginning and ending effective dates for the rate(s).
- 11d. Base: Enter the amount of the direct cost base against which each rate was applied.
- 11e. Amount Charged: Enter the amount of the indirect costs charged during the time period specified (Multiply 11b. x 11d.).
- 11f. Federal Share: Enter the Federal share of the amount in 11e.
- 11g. Totals: Enter the totals for columns 11d, 11e, and 11f.