





# Community Facilities Loan Program

March 2006

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
1942.17(j)(3)(iii)(B)	Liability and Property Damage Insurance	Written							
	RHS		420	1	420	1	420	30	\$12,600
	RUS								
1942.17(j)(3)(iii)(D)	Flood Insurance	Written							
	RHS		45	1	45	1	45	30	\$1,350
	RUS								
1942.17(j)(3)(iii)(E)	Workman's compensation insurance	Written							
	RHS		325	1	325	0.5	163	30	\$4,075
	RUS								
1942.17(n)(6); 3570.80	Evidence of Disbursement of other funds	Written							
	RHS		215	1	215	1	215	30	\$6,450
	RUS								
1942.17(j)(4)(ii)	Acquisition of Land, Easement, Water Rights & Existing Facilities	Written							
	RHS		325	1	325	3	975	30	\$29,250
	RUS								
1942.3; 3570.65	Appraisal Report	Written							
	RHS		400	1	400	2	800	30	\$24,000
	RUS								
1942.5(b)(1)(ii)(I); 3570.70	Lease/Management agreement	Written							
	RHS		40	1	40	5	200	30	\$6,000
	RUS								
1942.17(g)(2)	Notes, bonds, warrants or other contractual obligations	Written							
	RHS		335	1	335	5	1,675	30	\$50,250
	RUS								
1942.18(e) & Guides 17 thru 19; 3570.76	Construction contract forms	Written							
	RHS		335	1	335	1	335	30	\$10,050
	RUS								
1942.8(g); 3570.80	Certification by borrower's attorney	Written							
	RHS		335	1	335	15	5,025	30	\$150,750
	RUS								
1942.18(m); 3570.76	Contracts awarded prior to application	Written							
	RHS		20	1	20	2	40	30	\$1,200
	RUS								
1942.18(o)(3); 3570.76	Resident Inspector resume	Written							
	RHS		235	1	235	0.5	118	30	\$2,950
	RUS								
1942.18(o)(4); 3570.76	Daily inspection report	Written							
	RHS		110	12	1,320	0.5	660	30	\$19,800
	RUS								
1942.5(b)(1)(ii)(G)	Evidence that facility cannot be provided by a public body	Written							
	RHS		175	1	175	1	175	30	\$5,250

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	RUS								
1942.5(b)(1)(ii)(H); 3570.65	Financial feasibility report	Written	435	1	435	4	1,740	30	\$52,200
	RHS								
	RUS								
1942.17(b)(4); 3570.65	Organizational documents	Written	550	1	550	1	550	30	\$16,500
	RHS								
	RUS								
1942.5(a)(1)(ii), 1942.17(f)(1)	Borrower request to choose interest rate	Written	455	1	455	0.167	76	30	\$2,280
	RHS								
	RUS								
1942.5(b)(1)(ii)(F)	Five Year Financial History	Written	220	1	220	1	220	30	\$6,600
	RHS								
	RUS								
1942.17(g)(2)(iii)(A)(9)(ii)	Exceptional Community Support and Documentation	Written	150	1	150	4	600	30	\$18,000
	RHS								
	RUS								
1942.17(g)(3)(i)(D)	Other Security	Written	175	1	175	1	175	30	\$5,250
	RHS								
	RUS								
1942.17(j)(3)(iii)(C)	Malpractice Insurance	Written	155	1	155	0.5	78	30	\$1,950
	RHS								
	RUS								
1942.17(j)(4)(iii)	Land Purchase Contract	Written	65	1	65	2	130	30	\$3,900
	RHS								
	RUS								
1942.17(j)(8)	Certificate of Need	Written	45	1	45	1	45	30	\$1,350
	RHS								
	RUS								
1942.17(k); 3570.70	Certification of appropriate regulatory agencies	Written	150	1	150	4	600	30	\$18,000
	RHS								
	RUS								
1942.17(r)(1)(ii)(B) & Guide 22	Positive Action Plan	Written	48	1	48	2	96	30	\$2,880
	RHS								
	RUS								
1942.17(q)(4); 3570.83	Audits	Written	550	1	550	3	1,650	30	\$49,500
	RHS								
	RUS								
1942.17(q)(4)(ii)	Financial Statements - borrowers under \$100,000 gross income	Written	560	1	560	4	2,240	30	\$67,200
	RHS								
	RUS								
1942.18(j)(5)(iv)	Utilization of small business & minority owned business	Written							

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	RHS		100	1	100	0.5	50	30	\$1,500
	RUS								
1942.18(k)(5); 3570.75	Procurement when other than bid or negotiation is used	Written							
	RHS		60	1	60	1	60	30	\$1,800
	RUS								
1942.18(l); 3570.76	Unconventional contracting methods	Written							
	RHS		60	1	60	5	300	30	\$9,000
	RUS								
1942.2(a)(1)(iii); 3570.65(a)(1)	State clearinghouse review	Written							
	RHS		455	1	455	1	455	30	\$13,650
	RUS								
1942.17(q)(1)(ii)	Approval of Audit	Written							
	RHS		305	1	305	0.5	153	30	\$3,825
	RUS								
1942.17(q)(2)(ii)(A); 3570.83	Governing body members and terms of office	Written							
	RHS		305	1	305	0.5	153	30	\$4,575
<b>RECORDKEEPING REQUIREMENTS</b>									
1942.17(q)(1)(iv)	Borrower shall maintain accounting records for 3 years				3,231	0.25	808	30	\$20,200

**TOTAL**

29,259

57,177

\$1,708,785

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## REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER OMB NUMBERS

1942.17(j)(4)(i)(B)	Preliminary Title Opinion RHS	1927-9 (0575-0147)							
			1,450	2	2,900	1.5	4,350	30	\$130,500
1942.17(j)(4)(i)(B)	Final Title Opinion RHS	1927-10 (0575-0147)							
			1,450	2	2,900	0.33	957	30	\$28,710
1942.17(p)(5) & Guide 18	Partial Payment Estimate RHS	1924-18 (0575-0042)							
			2,475	2	4,950	0.5	2,475	30	\$74,250
1942.18(o)(7)(ii) & Guide 18	Contract Change Order RHS	1924-7 (0575-0042)							
			1,897	1	1,897	0.25	474	30	\$19,525
1942.2(b)	Request for Environmental Information RHS	1940-20 (0575-0094)							
			1,450	1	1,450	0.25	363	30	\$10,875
1942.17(n)(2)(x)	Equal Opportunity Agreement RHS	400-1 (0575-0018)							
			1,450	1	1,450	0.167	242	30	\$4,125
1942.17(n)(2)(x)	Assurance Agreement RHS	400-4 (0575-0018)							
			1,450	1	1,450	0.25	363	30	\$19,525
1942.2(c)(2)	Application for Federal Assistance (For Construction) RHS	SF 424.2 (0348-0043)							
			1,450	1	1,450	0.75	1,088	30	\$3,275