

Section 525 Technical and Supervisory Assistance (TSA) Grants August 2007

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)	Wage Class (I)	Total Cost (H) x (I) (J)
REPORTING REQUIREMENTS - NO FORMS									
1944.526 (a)(2)(i)	Program proposal - Narrative presentation	Written	30	1	30	5	150	15.42	2,313
1944.526 (a)(2)(ii)	Experience & Capacity information	Written	30	1	30	1	30	15.42	463
1944.526 (a)(2)(iii)	Legal existence documentation	Written	30	1	30	2	60	15.42	925
1944.526 (a)(2)(iv)	Financial Statement of organization	Written	30	1	30	0.5	15	15.42	231
1944.526 (a)(2)(v)	Service Area information	Written	30	1	30	3	90	15.42	1,388
1944.526 (a)(2)(vi)	Other Activities listing	Written	30	1	30	1	30	15.42	463
1944.526 (a)(3)	Support Statements from local govts., partners	Written	30	1	30	1	30	15.42	463
1944.526 (a)(4)	Written Commitment	Written	2	1	2	0.5	1	15.42	15
1944.531 (c)(6), Exhibit A	Grant Agreement	Written	10	1	10	0.25	3	15.42	39
Exhibit A, Part C, Paragraph 2.	Financial Management System	Written	10	1	10	6	60	25.35	1,521
1944.541 (a), Exhibit A, Part B, Paragraph 9.(b)	Project Performance Reports	Written	10	4	40	1	40	15.42	617
1944.541 (e), Exhibit A, Part B, Paragraph 9.(c)	Final Performance Report	Written	10	1	10	3	30	15.42	463
1944.538; Exhibit A, Part B.3 and B.16(c); Exhibit D	Extension/Revision of Grant Agreements & Conditions	Written	2	1	2	4	8	15.42	123
1944.547 (d)	Meetings to Discuss Problems/Provide Asst.	Oral	10	4	40	1.5	60	15.42	925
Exhibit A, Part C.1(c)	Disposition Instructions	Written	1	1	1	1	1	15.42	15
Exhibit A, Part C.4	Solicitation of Citizens	Written	1	0.5	0.5	20	10	25.35	254

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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
7 CFR part 3018	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	Written (Form AD-1047)	10	1	10	0.167	2	15.42	26
7 CFR part 3018	Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Trans.	Written (Form AD-1048)	3	1	3	0.167	1	15.42	8
7 CFR part 3017, subpart F and 41 U.S.C. 701 et seq.	Certification Regarding Drug-free Workplace Requirements (Grants) Alternative I	Written (Form AD-1049)	10	1	10	0.167	2	15.42	26

Totals

349

623

10,276

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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)

REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER OMB NUMBERS

1944.531 (c)(8), Exhibit A, Part C, Paragraph 7	Equal Opportunity Agreement	RD 400-1 (0575-0018)	10	1	10	0.167	2	15.42	26
1944.531 (c)(9)	Assurance Agreement	RD 400-4 (0575-0018)	10	1	10	0.25	3	15.42	39
1944.526 (a)(5), 1944.531 (c)(10)	Request for Environmental Information	RD 1940-20 (0575-0094)	10	1	10	0.25	3	15.42	39
7 CFR part 3018	Disclosure of Lobbying Activities	SF LLL (0348-0046) or other Agency approved form	10	1	10	0.167	2	15.42	26
1944.526 (a)(1), 1944.531 (b)	Application for Federal Assistance	SF 424 (4040-0004)	30	1	30	0.75	23	15.42	347
1944.526 (a)(1), 1944.531 (b)	Budget Information Non-Construction Programs	SF 424A (4040-0006)	30	1	30	3	90	15.42	1,388
1944.526 (a)(1), 1944.531 (b)	Assurances - Non-Construction Programs	SF 424B (4040-0007)	30	1	30	0.25	8	15.42	116
1944.541 (a), Exhibit A, Part B, Paragraph 9 (b)	Financial Status Report	SF 269 (0348-0039)	10	4	40	0.5	20	15.42	308
1944.533 (f)(4)(ii), Exhibit A, Part B, Paragraph 9 (b)	Request for Advance or Reimbursement	SF 270 (0348-0004)	10	4	40	1	40	15.42	617