

REPORTING REQUIREMENTS - NON FORMS

Section of Regulations	Title	Form Number (if any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est'd # of Man-hours per response	Estimated Total Man-hours (F) x (G)	Wage Class	Cost to the Public
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1980.425 (b) & 1980.451 (b)	Test for Credit Elsewhere	Letter	-	on occasion	-	0.5	-	72 \$	-
1980.442	Feasibility Study	Written report	-	on occasion	-	54.0	-	72 \$	-
1980.443 (b)	Personal & Corporate guarantees	Written document	-	on occasion	-	1.0	-	72 \$	-
1980.443 (b)(7) & 1980.445	Periodic financial Statements	Written document	40	on occasion	40	10.0	400	72 \$	28,800
1980.443 (c)(2)	Hazard Insurance	Assignment	50	on occasion	50	1.0	50	72 \$	3,600
1980.443 (c)(3) & (4)	Life & Worker's Comp. Insurance	Assignment	35	on occasion	35	1.0	35	72 \$	2,520
1980.444 & 1980.476	Appraisal Reports	Written report	-	on occasion	-	8.0	-	72 \$	-
1980.451 (d)(3)(i)(C)	Displaced farmer certification	Letter	-	on occasion	-	0.5	-	72 \$	-
1980.451 (f)	Preapplication Requirements	Letter & documentation	-	on occasion	-	12.0	-	72 \$	-
1980.451 (i)	Application Requirements	Written Documents	-	on occasion	-	25.0	-	72 \$	-
1980.451 (k)	Certificate of Need	Certificate	-	on occasion	-	1.0	-	72 \$	-
1980.454 (c)	Change of Conditions	Letter	-	on occasion	-	3.0	-	72 \$	-
1980.469 Admin C2	Borrower Visits	Meetings & Written reports	100	on occasion	100	1.0	100	72 \$	7,200
1980.469 Admin C6	Meetings to resolve problems	Meetings	50	on occasion	50	2.0	100	72 \$	7,200
1980.470 Admin A	Meetings to resolve delinquencies	Meetings	50	on occasion	50	3.0	150	72 \$	10,800

REPORTING REQUIREMENTS - RBS (RD) FORMS									
Section of Regulations	Title	Form Number (if any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est'd # of Man-hours per response (G)	Estimated Total Man-hours (F) x (G)	Wage Class	Cost to the Public
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(I)
1980.451(i)	Application for Loan and Guarantee	449-1	-	on occasion	-	24.0	-	72	\$ -
1980.451(i)(2)	Statement of Collateral	449-2	-	on occasion	-	1.0	-	72	\$ -
TOTAL DOCKET					325		835		\$ 60,120

REPORTING REQUIREMENTS - APPROVED UNDER OTHER NUMBERS									
1980.451	Request for Environmental review	1940-20 (0575-0094)	-	on occasion	-	0.25	-	70	
Recordkeeping Total								\$	-
Reporting Total								835	60,120
Docket Total								835	60,120

Cost to the Federal Government				
Activity	Number	# of Hours	Rate	TOTAL
Review preapplication material, DOL	-	4	\$ 45	\$ 180
Review application & complete analysis, env assessment	-	40	\$ 45	\$ 1,800
Approve loan and obligate funds	-	2	\$ 45	\$ 90
Prepare closing documents and close	-	8	\$ 45	\$ 360
ANNUALIZED TOTAL				\$ 2,430

The reviews are typically completed by GS-11 & 12 State Loan Specialists and GS-13 State Program Directors. The loans are typically approved by the State Director. The GS-8 or 9 State Loan Technician typically does the data entry in the computer system.