

Community Facilities Loan Program

02/03/2021

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)
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REPORTING REQUIREMENTS - FORMS APPROVED WITH THIS DOCKET

1780.33(h)(1); 1942.5(b)(1)(ii)(C); 1951.222(c)(3); 3570.71(h)	Operating Budget	442-7							
	RHS		700	1	700	5	3,500	51	\$178,500
	RUS		1,000	1	1,000	5	5,000	51	\$255,000
1780.41(a)(3); 1942.5(b)(1)(ii)(E); 1951.230(a)(9);1955.10(f)(3)(i); & 3570.82	Balance Sheet or Financial Statement	442-3							\$0
	RHS		450	1	450	1	450	51	\$22,950
	RUS		1,000	1	1,000	1	1,000	51	\$51,000
1780.29(b)(1); 1942.17(l)(i)	Agreement for Engineering Services	1942-19							\$0
	RHS		185	1	185	4	740	51	\$37,740
	RUS		1,000	1	1,000	4	4,000	51	\$204,000
1780.39(f); Guide 16 of 1942-A; 3570.61(e)	Resolution of Members or Stockholders	1942-8							\$0
	RHS		67	1	67	1	67	51	\$3,417
	RUS		200	1	200	1	200	51	\$10,200
1780.41(a)(6); 1942.5(a)(1)(ii); 1951.230(f)(2); 4274.350; 1942.315(b); 4284.638(c); 3570.71	Letter of Intent to Meet Conditions	1942-46							\$0
	RHS		430	1	430	1	430	51	\$21,930
	RBS (Small Socially Disadvantaged Producer Grant Program)		10	1	10	1	10	51	\$510
	RUS		1,000	1	1,000	1	1,000	51	\$51,000
1942.17(j)(4)(i)(A); 3570.76	Right-of-Way Easement	442-20							\$0
	RHS		225	1	225	1	225	51	\$11,475
1942.17(j)(4)(i); 3570.76	Right-of-Way Certificate	442-21							
	RHS		225	1	225	1	225	51	\$11,475
1780.44(g)(1)(i), 1942.17(j)(4)(i); 3570.76	Opinion of Counsel Relative to Rights-of-Way	442-22							
	RHS		185	1	185	1	185	51	\$9,435
	RUS		1,000	1	1,000	1	1,000	51	\$51,000
1942.17(n)(2)	Loan Resolution (Public Bodies)	1942-47							
	RHS		140	1	140	1	140	51	\$7,140
1942.17(n)(2)	Loan Resolution Security Agreement	1942-9							
	RHS		285	1	285	1	285	51	\$14,535
1780.45(b)(1)(ii); 1942.17(p)(2)(ii); 1944.235(c)	Estimate of Funds Needed for 30-Day Period Commencing ____"	440-11							
	RHS		540	3	1,620	1	1,620	51	\$82,620
	RUS		900	1	900	1	900	51	\$45,900
	Promissory Note	440-22							
	RHS		475	2	950	0.25	238	51	\$12,113
	RUS		1,000	1	1,000	0.25	250	51	\$12,750
1780.37(f); 1942.17(q)(2)(i)(A);1951.223(b)(1), 1951.230(a)(9); 3570.82	Statement of Budget, Income, and Equity	442-2							
	RHS		605	1	605	2.5	1,513	51	\$77,138
	RUS		1,000	1	1,000	2.5	2,500	51	\$127,500
1942.18(f)	Water Purchase Contract	442-30							

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	RUS		200	1	200	1	200	51	\$10,200
1942.8(d)	Bond Registration Book	442-28							
	RHS		130	1	130	1	130	51	\$6,630
1942.17(j)(3)(ii)(B)	Position Fidelity Schedule Bond Declarations	440-24	720	1	720	0.5	360	51	\$18,360

REPORTING REQUIREMENTS - NO FORMS

1942.17(c)(2)(vii)	Application to Obtain Additional Funding	Written	26	1	26	4	104	51	\$5,304
	RHS								
1942.17(b)(3); 3570.61(c)	Statement on ability to obtain credit elsewhere	Written							
	RHS		575	1	575	1	575	51	\$29,325
1942.17(e)	Notification of declination of service	Written							
	RHS		8	1	8	3	24	51	\$1,224
1942.17(g)(2)(iii)(A); 3570.80	Liens on real and chattel property	Written							
	RHS		45	1	45	1	45	51	\$2,295
1942.17(g)(3)(i)(B)	Financing Statement	Written							
	RHS		245	1	245	1	245	51	\$12,495
1942.17(j)(9); 3570.71	Public Information	Written							
	RHS		615	1	615	2	1,230	51	\$62,730
1942.5(b)(1)(ii)(D) and Guides 6-10; 3570.65	Preliminary Architectural or Engineering Report	Written							
	RHS		315	1	315	4	1,260	51	\$64,260
1942.17(l)(1); 3570.71	Agreement for professional services	Written							
	RHS		375	1	375	4	1,500	51	\$76,500
1942.17(h)(2)(iii)	Positive programs to encourage connections	Written							
	RHS		8	1	8	3	24	51	\$1,224
1942.17(n)(3)	Interim financing	Written							
	RHS		1,175	1	1,175	4	4,700	51	\$239,700
1942.17(j)(3)(iii)(A)	Property insurance	Written							
	RHS		430	1	430	1	430	51	\$21,930
1942.17(j)(3)(iii)(B)	Liability and Property Damage Insurance	Written							
	RHS		405	1	405	1	405	51	\$20,655
1942.17(j)(3)(iii)(D)	Flood Insurance	Written							
	RHS		42	1	42	1	42	51	\$2,142
1942.17(j)(3)(iii)(E)	Workman's compensation insurance	Written							
	RHS		300	1	300	0.5	150	51	\$7,650
1942.17(n)(6); 3570.80	Evidence of Disbursement of other funds	Written							
	RHS		200	1	200	1	200	51	\$10,200
1942.17(j)(4)(ii)	Acquisition of Land, Easement, Water Rights & Existing Facilities	Written							
	RHS		300	1	300	3	900	51	\$45,900

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1942.3; 3570.65	Appraisal Report	Written							
	RHS		375	1	375	2	750	51	\$38,250
1942.5(b)(1)(ii)(I); 3570.70	Lease/Management agreement	Written							
	RHS		37	1	37	5	185	51	\$9,435
1942.17(g)(2)	Notes, bonds, warrants or other contractual obligations	Written							
	RHS		305	1	305	5	1,525	51	\$77,775
1942.18(e) & Guides 17 thru 19; 3570.76	Construction contract forms	Written							
	RHS		305	1	305	1	305	51	\$15,555
1942.8(g); 3570.80	Certification by borrower's attorney	Written							
	RHS		305	1	305	15	4,575	51	\$233,325
1942.18(m); 3570.76	Contracts awarded prior to application	Written							
	RHS		18	1	18	2	36	51	\$1,836
1942.18(o)(3); 3570.76	Resident Inspector resume	Written							
	RHS		225	1	225	0.5	113	51	\$5,738
1942.18(o)(4); 3570.76	Daily inspection report	Written							
	RHS		100	12	1,200	0.5	600	51	\$30,600
1942.5(b)(1)(ii)(G)	Evidence that facility cannot be provided by a public body	Written							
	RHS		165	1	165	1	165	51	\$8,415
1942.5(b)(1)(ii)(H); 3570.65	Financial feasibility report	Written							
	RHS		410	1	410	4	1,640	51	\$83,640
1942.17(b)(4); 3570.65	Organizational documents	Written							
	RHS		520	1	520	1	520	51	\$26,520
1942.5(a)(1)(ii), 1942.17(f)(1)	Borrower request to choose interest rate	Written							
	RHS		425	1	425	0.167	71	51	\$3,620
1942.5(b)(1)(ii)(F)	Five Year Financial History	Written							
	RHS		200	1	200	1	200	51	\$10,200
1942.17(g)(2)(iii)(A)(9)(ii)	Exceptional Community Support and Documentation	Written							
	RHS		145	1	145	4	580	51	\$29,580
1942.17(g)(3)(i)(D)	Other Security	Written							
	RHS		165	1	165	1	165	51	\$8,415
1942.17(j)(3)(iii)(C)	Malpractice Insurance	Written							
	RHS		152	1	152	0.5	76	51	\$3,876
1942.17(j)(4)(iii)	Land Purchase Contract	Written							
	RHS		60	1	60	2	120	51	\$6,120
1942.17(j)(8)	Certificate of Need	Written							
	RHS		40	1	40	1	40	51	\$2,040
1942.17(k); 3570.70	Certification of appropriate regulatory agencies	Written							
	RHS		145	1	145	4	580	51	\$29,580
1942.17(r)(1)(ii)(B) & Guide 22	Positive Action Plan	Written							
	RHS		40	1	40	2	80	51	\$4,080
1942.17(q)(4); 3570.83	Audits	Written							

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	RHS		520	1	520	3	1,560	51	\$79,560
1942.17(q)(4)(ii)	Financial Statements - borrowers under \$100,000 gross income	Written							
	RHS		525	1	525	4	2,100	51	\$107,100
1942.18(j)(5)(iv)	Utilization of small business & minority owned business	Written							
	RHS		85	1	85	0.5	43	51	\$2,168
1942.18(k)(5); 3570.75	Procurement when other than bid or negotiation is used	Written							
	RHS		58	1	58	1	58	51	\$2,958
1942.18(l); 3570.76	Unconventional contracting methods	Written							
	RHS		58	1	58	5	290	51	\$14,790
1942.2(a)(1)(iii); 3570.65(a)(1)	State clearinghouse review	Written							
	RHS		435	1	435	1	435	51	\$22,185
1942.17(q)(1)(ii)	Approval of Audit	Written							
	RHS		285	1	285	0.5	143	51	\$7,268
1942.17(q)(2)(ii)(A); 3570.83	Governing body members and terms of office	Written							
	RHS		285	1	285	0.5	143	51	\$7,268
RECORDKEEPING REQUIREMENTS									
1942.17(q)(1)(iv)	Borrower shall maintain accounting records for 3 years		3,231			0.25	808	51	\$41,195

TOTAL

27,779

55,905

\$2,851,141

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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)							
			1,385	2	2,770	1.5	4,155	51	\$211,905
1942.17(j)(4)(i)(B)	Final Title Opinion RHS	1927-10 (0575-0147)							
			1,385	2	11,000	0.33	3,630	51	\$185,130
1942.17(p)(5) & Guide 18	Partial Payment Estimate RHS	1924-18 (0575-0042)							
			2,400	2	4,800	0.5	2,400	51	\$122,400
1942.18(o)(7)(ii) & Guide 18	Contract Change Order RHS	1924-7 (0575-0042)							
			1,875	1	1,875	0.25	469	51	\$23,906
1942.2(b)	Request for Environmental Information RHS	1940-20 (0575-0094)							
			1,385	1	1,385	0.25	346	51	\$17,659
1942.17(n)(2)(x)	Equal Opportunity Agreement RHS	400-1 (0575-0018)							
			1,385	1	1,385	0.167	231	51	\$11,796
1942.17(n)(2)(x)	Assurance Agreement RHS	400-4 (0575-0018)							
			1,385	1	1,385	0.25	346	51	\$17,659
1942.2(c)(2)	Application for Federal Assistance (For Construction) RHS	SF 424.2 (4040-0004)							
			1,385	1	1,385	0.75	1,039	51	\$52,976