

Burden Estimate for Rural Cooperative Development Grant Program
 USDA Rural Business-Cooperative Service OMB No. 0570-0006

Section of Notice (A)	Form No. (if any) (B)	No. of Respondents (C)	Reports Filed Annually (D)	Total Annual Responses (C) x (D) (E)	Estimated No. of Manhours per response (F)	Estimated Total Manhours (E) x (F) (G)	Wage** Class (H)	Total Cost (G) x (H) (I)
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APPLICANT BURDEN

PAPERWORK REQUIREMENTS - NO FORMS

Application for the Rural Cooperative Development Grant

§ 4284.510(c) Proposal		75	1	75	80	6000	\$35.00	\$210,000
<u>Post Grant Award</u>								
§ 4284.514(b) Letter of Intent		35	1	35	1	35	\$35.00	\$1,225
§ 4284.11(a) Grant Agreement		35	1	35	1	35	\$35.00	\$1,225
§ 4284.11(e) Beneficiary Data		35	1	35	30	1050	\$35.00	\$36,750
§ 4284.12(b) Performance Reports		35	2	70	17	1190	\$35.00	\$41,650
§ 4284.12(c) Final Report		35	1	35	17	595	\$35.00	\$20,825

PAPERWORK REQUIREMENTS - FORMS

§ 4284.11(c)	SF-270 (0348-0004)	35	12	420	1	420	\$35.00	\$14,700
TOTAL				705		9,325		\$326,375

PAPERWORK REQUIREMENTS UNDER OTHER OMB NUMBERS

Application for the Rural Cooperative Development Grant

§ 4284.510(b)	SF-424 (4040-0004)	75	1	75	0.75	56.25		
§ 4284.510(b)	SF-424A (4040-0006)	75	1	75	3	225		

§ 4284.510(b) Post Grant Award	SF-424B (4040-0007)	75	1	75	0.25	18.75		
§ 4284.12(a)	SF-425 (0348-0061)	35	4	140	0.5	70		

Annual Cost to the FEDERAL GOVERNMENT

Application for the Rural Cooperative Development Grant

Receipt and Acknowledge of Applications	75	2	150	1	150	\$21.07	\$3,161
Data Entry and Scanning of Applications	75	2	150	1	150	\$21.07	\$3,161
Conduct Eligibility Determinations	75	1	75	3	225	\$48.47	\$10,906

Panel Scoring Evaluation

Copying and destroying of applications	50	2	100	0.5	50	\$21.07	\$1,054
Panel member application review	50	3	150	3	450	\$40.90	\$18,405
Travel for panel members	8	1	8	45	360	\$40.90	\$14,724
Conduct panel	10	1	10	40	400	\$48.47	\$19,388

Grant Award

Legal Document Preparation	35	1	35	1	35	\$40.90	\$1,432
Inform applicants of results	75	1	75	1	75	\$40.90	\$3,068

Post Grant Award

Monitoring	35	1	35	25	875	\$40.90	\$35,788
Administrative	35	1	35	15	525	\$21.07	\$11,062

TOTAL					3,295		\$122,146
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** \$37.37 is the base rate for a GS-12, Step 5; \$44.43 is the base rate for a GS-13, step 5; 52.51 is the base rate for a GS-14, step 5 and \$21.07 is the base rate for a GS-7, step 5. \$40.90 is the average base rate for a GS-12 and GS-13, step 5; \$48.47 is the average base rate of a GS-13 and GS-14 at step 5. These rates reflect the benefit of locality adjustment.