

GRAND TOTAL of RD Consolidated Programs - ARRA Funding

OMB Nos. of Approved Packages	Title	Increase in Form Burden	Increase in Written Burden	Increase in Recordkeeping Hours	Total Burden Hours
0572-0121	Water and Waste Loan and Grant Program	0	94,485	560	95,045
0570-0022	Rural Business Enterprise Grant Program	15,105	19,014	2,466	36,585
0575-0173	Community Facilities Grant Program	636	6,842	0	7,478
0575-0015	Community Facilities Loans	17,660	51,722	521	69,903
0575-0172	Direct Single Family Housing Loan and Grant Programs *	30,061	20,195	0	50,257
0575-0120	Fire and Rescue Loans	5,485	2,027	0	7,512
0575-0078	Rural Housing Loans	73,253	29,117	0	102,370
					0
	Grand Total	142,200	223,402	3,547	369,150

*Due to rounding the numbers do not add correctly. This is the correct number.

USDA - RUS			Title of Information Document					OMB No.		
SUMMARY OF INFORMATION COLLECTION			RD Consolidated Programs - ARRA Funding Water and Waste Loan & Grant Program 7 CFR					0575-0194		
								Date Prepared		
					(f) TOTAL	(h) TOTAL	(k) TOTAL			
INSTRUCTIONS:			>		----- = (e) Averag-----		= (g) Averag----- = (j) Average			
Use this form when a single information collection document involves multiple reporting and keeping requirements.			>		(d) TOTAL	(f) TOTAL	(i) TOTAL			
IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS			ANNUAL BURDEN							
SECTION OF REGULATIONS	DESCRIPTION	FORM NO(s) (If "none" so state)	REPORTS					RECORDS		
			NO. OF RESPONDENTS	NO. OF RESPONSES PER RESPONDENT	TOTAL ANNUAL RESPONSES (Col. d & e)	HOURS PER RESPONSE	TOTAL HOURS (Col. f & g)	NO. OF RECORD-KEEPERS	ANNUAL HOURS PER RECORD-KEEPER	TOTAL RECORD-KEEPING HOURS (Col. i & j)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
NON-FORM BURDEN										
1780.1(f)	Relationship or association with RUS employees	Written	1,000	1	1,000	0.25	250			
1780.7(d)	Statement on availability to obtain credit elsewhere	Written	1,000	1	1,000	1.00	1,000			
1780.11(a)(2)	Notification of service statement	Written	250	1	250	2.00	500			
1780.14(a)(3) & (b)(2)	Liens on real and chattel property	Written	167	1	167	1.00	167			
1780.14(b)(2)	Financing Statement	Written	250	1	250	1.00	250			
1780.19	Public Information	Written	1,000	1	1,000	2.00	2,000			
1780.33(b)	Intergovernmental comments	Written	1,500	1	1,500	1.00	1,500			
1780.33(c)	Preliminary engineering report	Written	1,500	1	1,500	4.00	6,000			
1780.33(e)	Supporting documentation	Written	1,500	1	1,500	6.00	9,000			
1780.33(h)(5)	Certification Regarding Debarment	AD-1047	1,000	1	1,000	0.25	250			
1780.33(h)(6)	Certification Regarding Drug-Free Workplace	AD-1049	1,000	1	1,000	0.25	250			
SUBTOTAL					10,167		21,167			
TOTAL HOURS THIS COLLECTION					47,147		95,045	7,000		560

USDA - RUS		Title of Information Document					OMB No.			
SUMMARY OF INFORMATION COLLECTION		RD Consolidated Programs - ARRA Funding Water and Waste Loan & Grant Program 7 CFR					0575-0194			
							Date Prepared			
							4/30/10			
INSTRUCTIONS:		>					(f) TOTAL (h) TOTAL (k) TOTAL			
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keeping requirements.		>					(d) TOTAL (f) TOTAL (i) TOTAL			
IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS		ANNUAL BURDEN								
SECTION OF REGULATIONS	DESCRIPTION	FORM NO(s) (If "none" so state)	REPORTS					RECORDS		
			NO. OF RESPONDENTS	NO. OF RESPONSES PER RESPONDENT	TOTAL ANNUAL RESPONSES (Col. d & e)	HOURS PER RESPONSE	TOTAL HOURS (Col. f & g)	NO. OF RECORD-KEEPERS	ANNUAL HOURS PER RECORD-KEEPER	TOTAL RECORD-KEEPING HOURS (Col. i & j)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
1780.39(b)(1) and (2)	Agreements for professional services	Written	1,000	1	1,000	4.00	4,000			
1780.39(b)(4)	Contracts for other services	Written	501	1	501	2.00	1,002			
1780.39(c)(5)(i)	Positive programs to encourage connections	Written	167	1	167	3.00	501			
1780.39(c)(3)	User agreement	Written	89	1	89	4.00	356			
1780.39(d)	Interim financing	Written	900	1	900	4.00	3,600			
1780.39(g)(3)	Fidelity or employee dishonesty Bond	Written	751	1	751	4.00	3,004			
1780.39(g)(4)	Property insurance	Written	751	1	751	1.00	751			
1780.39(g)(5)	General Liability Insurance	Written	751	1	751	1.00	751			
1780.39(g)(6)	Flood Insurance	Written	89	1	89	1.00	89			
1780.39(g)(7)	Workman's compensation insurance	Written	751	1	751	0.50	376			
1780.44(f)	Evidence of other funds	Written	250	1	250	1.00	250			
1780.44(g)(3)	Water rights	Written	100	1	100	3.00	300			
1780.44(g)	Appraisal Report	Written	42	1	42	2.00	84			
1780.44(g)(1)(ii)	User Connections	Written	25	1	25	3.00	75			
SUBTOTAL					6,167		15,139			

USDA - RUS		Title of Information Document						OMB No.			
SUMMARY OF INFORMATION COLLECTION		RD Consolidated Programs - ARRA Funding Water and Waste Loan & Grant Program 7 CFR						0575-0194			
								Date Prepared			
					(f) TOTAL	(h) TOTAL	(k) TOTAL				
INSTRUCTIONS:		>			----- = (e) Averag----- = (g) Averag----- = (j) Average						
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IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS				ANNUAL BURDEN							
SECTION OF REGULATIONS	DESCRIPTION	FORM NO(s) (If "none" so state)	REPORTS					RECORDS			
			NO. OF RESPONDENTS	NO. OF RESPONSES PER RESPONDENT	TOTAL ANNUAL RESPONSES (Col. d & e)	HOURS PER RESPONSE	TOTAL HOURS (Col. f & g)	NO. OF RECORD-KEEPERS	ANNUAL HOURS PER RECORD-KEEPER	TOTAL RECORD-KEEPING HOURS (Col. i & j)	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	
1780.44(g)(4)	Lease agreement	Written	42	1	42	5.00	210				
1780.45(a)	Notes, bonds, warrants or other contractual obligations	Written	1,000	1	1,000	5.00	5,000				
1780.45(a)(2)	Loan Resolution (Public Bodies)	Bulletin 1780-27	668	1	668	1.00	668				
1780.45(a)(2)	Loan Resolution, Security Agreement	Bulletin 1780-28	167	1	167	1.00	167				
1780.45(c)	Water or Waste System Grant Agreement	Bulletin 1780-12	327	1	327	1.00	327				
1780.47(d)	Audits	Written	1,000	1	1,000	5.00	5,000				
1780.47(f)	Management report	Written	1,000	1	1,000	8.00	8,000				
1780.61	Construction contract forms	Written	1,000	1	1,000	3.00	3,000				
1780.61(b)	Borrower attorney's certification of construction contract	Written	1,000	1	1,000	15.00	15,000				
1780.63	Sewage treatment and bulk water sales contracts	Written	89	1	89	3.00	267				
1780.74	Contracts awarded prior to application	Written	20	1	20	2.00	40				
1780.76(b)	Monitoring construction	Written	1,000	1	1,000	5.00	5,000				
1780.76(c)	Resident Inspector resume	Written	1,000	1	1,000	2.00	2,000				
SUBTOTAL					8,313		44,679				

USDA - RUS	Title of Information Document RD Consolidated Programs - ARRA Funding Water and Waste Loan & Grant Program 7 CFR	OMB No. 0575-0194
SUMMARY OF INFORMATION COLLECTION		Date Prepared 4/30/10

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 keeping requirements. > (d) TOTAL (f) TOTAL (i) TOTAL

IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS			ANNUAL BURDEN							
SECTION OF REGULATIONS (a)	DESCRIPTION (b)	FORM NO(s) (If "none" so state) (c)	REPORTS					RECORDS		
			NO. OF RESPONDENTS (d)	NO. OF RESPONSES PER RESPONDENT (e)	TOTAL ANNUAL RESPONSES (Col. d & e) (f)	HOURS PER RESPONSE (g)	TOTAL HOURS (Col. f & g) (h)	NO. OF RECORD-KEEPERS (i)	ANNUAL HOURS PER RECORD-KEEPER (j)	TOTAL RECORD-KEEPING HOURS (Col. i & j) (k)
1780.76(d)	Daily inspection report	Written	1,000	18	18,000	0.50	9,000			
	ARRA Recipient Reporting		4,500	1	4,500	1.00	4,500			
1780.37(b)	Borrower shall maintain accounting records for 3 years							7,000	0.08	560
	SUBTOTAL				22,500		13,500	7,000		560
FORMS APPROVED UNDER OTHER OMB NUMBERS										
1780.44(g)(2)	Preliminary Title Opinion	RD 1927-9 (0575-0147)	1,000	1	1,000	1.50	1,500			
1780.44(g)(2)	Final Title Opinion	RD 1927-10 (0575-0147)	1,000	1	1,000	0.34	340			
1780.76(e)	Partial Payment Estimate	RD 1924-18 (0575-0042)	1,000	1	1,000	0.50	500			
1780.76(h)(2)	Contract Change Order	RD 1924-7 (0575-0042)	1,000	1	1,000	0.25	250			
1780.33(h)(3)	Equal Opportunity Agreement	RD 400-1 (0575-0018)	1,000	1	1,000	0.08	80			
1780.33(h)(4)	Assurance Agreement	RD 400-4 (0575-0018)	1,000	1	1,000	0.08	80			
1780.33(a)	Application for Federal Assistance	SF 424 (4040-0004)	1,500	1	1,500	1.00	1,500			
1780.33(h)(1)	Operating Budget	RD 442-7 (0575-0015)	1,000	1	1,000	5.00	5,000			
1780.41(a)(3)	Balance Sheet or Financial Statement	RD 442-3 (0575-0015)	1,000	1	1,000	1.00	1,000			

USDA - RUS SUMMARY OF INFORMATION COLLECTION	Title of Information Document RD Consolidated Programs - ARRA Funding Water and Waste Loan & Grant Program 7 CFR	OMB No. 0575-0194 Date Prepared 4/30/10
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keeping requirements. > (d) TOTAL (f) TOTAL (i) TOTAL

IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS **ANNUAL BURDEN**

SECTION OF REGULATIONS	DESCRIPTION	FORM NO(s) <i>(If "none" so state)</i>	REPORTS					RECORDS		
			NO. OF RESPON- DENTS	NO. OF RESPONSES PER RESPON- DENT	TOTAL ANNUAL RESPONSES <i>(Col. d & e)</i>	HOURS PER RESPONSE	TOTAL HOURS <i>(Col. f & g)</i>	NO. OF RECORD- KEEPERS	ANNUAL HOURS PER RECORD- KEEPER	TOTAL RECORD- KEEPING HOURS <i>(Col. i & j)</i>
<i>(a)</i>	<i>(b)</i>	<i>(c)</i>	<i>(d)</i>	<i>(e)</i>	<i>(f)</i>	<i>(g)</i>	<i>(h)</i>	<i>(i)</i>	<i>(j)</i>	<i>(k)</i>
1780.29(b)(1)	Agreement for Engineering Services	1942-19 (0575-0015)	1,000	1	1,000	4.00	4,000			
1780.39(f)	Resolution of Members or Stockholders	RD 1942-8 (0575-0015)	167	1	167	1.00	167			
1780.41(a)(6)	Letter of Intent to Meet Conditions	RD 1942-46 (0575-0015)	1,000	1	1,000	1.00	1,000			
1780.44(g)(1)(i)	Opinion of Counsel Relative to Right-of-Way and Easements	RD 442-22 (0575-0015)	1,000	1	1,000	1.00	1,000			
1780.45(b)(1)(ii)	Estimate of Funds Needed for 30-Day Period Commencing ____ "	RD 440-11 (0575-0015)	751	1	751	1.00	751			
1780.37(f)	Statement of Budget, Income, and Equity	RD 442-2 (0575-0015)	1,000	1	1,000	2.50	2,500			
1780.62	Water Purchase Contract	RD 442-30 (0575-0015)	167	1	167	1.00	167			

**RD Consolidated Programs - ARRA Funding
7 CFR 1942-G Rural Business Enterprise Grant Program**

Section of Regulation	Title	Form Number	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses	Estimated Number of Man Hours per Response	Estimated Total Man Hours	Wage Class (per hour)	Cost to the Public
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
REPORTING REQUIREMENTS									
1942.305, (b)(3)(ii)	Evidence of Experience	written	650	on occasion	650	1	650	\$25	\$ 16,250
1942.305 (b)(iv)(A)	Evidence of Commitment by Small Business	written	650	on occasion	650	1	650	\$25	\$ 16,250
1942.305 (b)(iv)(B)	Evidence of Commitment by Other Funding Sources	written	540	on occasion	540	0.5	270	\$25	\$ 6,750
1942.305 (b)(iv)(C)	Evidence Loans are Needed	written	130	on occasion	130	0.5	65	\$25	\$ 1,625
1942.305 (b)(iv)(D)	Commitment by Business of Jobs Created/Saved	written	650	on occasion	650	1	650	\$25	\$ 16,250
1942.305 (b)(iv)(E)	Evidence Project is Covered by a Plan	written	650	on occasion	650	1	650	\$25	\$ 16,250
1942.311(a)(2) and Attachment 1	Brief Narrative on Selection Priorities	written	650	on occasion	650	4	2,600	\$25	\$ 65,000
1942.313	Plan to Provide Financial Assistance to Third Parties	written	130	on occasion	130	16	2,080	\$25	\$ 52,000
1942.314 Attachment 1	Scope of Work	written	130	on occasion	130	40	5,200	\$25	\$ 130,000
1942.314 (g)	Budget	written	411	on occasion	411	2	822	\$25	\$ 20,550
Attachment 1- Sec. A II E	Intergovernmental Consultations	written	540	on occasion	540	2	1,080	\$25	\$ 27,000
Attachment 1- Sec. A II E	Appraisal Report	written	72	on occasion	72	4	288	\$25	\$ 7,200
Attachment 1- Sec. A II H 5	Request for Appeal	letter	130	on occasion	130	0.5	65	\$25	\$ 1,625
Attachment 1- Sec A II I 2	Evidence of Fidelity Bond Insurance	policy	411	on occasion	411	1	411	\$25	\$ 10,275
Attachment 1- Sec A II J	Project Performance Report	written	411	4	1,644	2	3,288	\$25	\$ 82,200
Attachment 1- Sec A II K	Audit Report	written	25	on occasion	25	6	150	\$25	\$ 3,750
1942.310 (d), Attachment 1 A II D (5)	Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I - for Grantees other than individuals	AD - 1049	411	on occasion	411	0.25	103	\$25	\$ 2,569

**RD Consolidated Programs - ARRA Funding
7 CFR 1942-G Rural Business Enterprise Grant Program**

Section of Regulation	Title	Form Number	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses	Estimated Number of Man Hours per Response	Estimated Total Man Hours	Wage Class (per hour)	Cost to the Public
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Attachment 1 Sec A II G (c)	Certification Regarding Debarment Suspension & Other Resp. Matters Primary Covered Trans.	AD - 1047	411	on occasion	411	0.25	103	\$25	\$ 2,569
Attachment 1 Sec A II G (cc)	Certification Regarding Debarment, Suspension, Ineligibility and & Vol. Excl.	AD - 1048	411	on occasion	411	0.25	103	\$25	\$ 2,569
Attachment 1- Sec A II J	Federal Cash Transaction Report	SF -272 (0348-0003)	411	12	4,932	1.5	7,398	\$25	\$ 184,950
Attachment 1- Sec A II I 1	Request for Advance or Reimbursement	SF - 270 (0348-0003)	411	12	4,932	1	4,932	\$25	\$ 123,300
Attachment 1- Sec A II J	Financial Status Report	SF - 269 (0348-0039)	411	4	1,644	1.5	2,466	\$25	\$ 61,650
	Reporting Requirements (ARRA)	written	32	on occasion	32	3	96	\$25	\$ 2,400
	Totals		650		20,186		34,119		852,981
REPORTING REQUIREMENTS APPROVED UNDER OTHER OMB NUMBERS									
1942.31 (b) (4)	Request for Environmental Information	RD 1940-20 (0575-0094)	411	on occasion	411	0.5	206	\$25	\$ 5,138
1942-31 (c) (1) (ii)	Certificate of Non Relocation and Market Capacity Information Report	RD 449-22 (0570-0094)	0	on occasion	0	0	0	\$25	\$ -
7 CFR 3018	Disclosure of Lobbying Activities	SF-LLL (0348-0046)	411	on occasion	411	0.16	66	\$25	\$ 1,644
1942.311 (a)	Application for Federal Assistance	SF - 424 (0348-0043)	650	on occasion	650	2	1,300	\$25	\$ 32,500
1942.315 (b)	Letter of Intent to Meet Conditions	RD 1942-46 (0575-0015)	411	on occasion	411	1	411	\$25	\$ 10,275
Attachment 1. Sec A II D	Preapplication for Federal Assistance	SF - 424 (4040-0004)	650	on occasion	650	1	650	\$25	\$ 16,250
Attachment 1 Sec A II D 3(a)	Equal Opportunity Agreement	RD 400-1 (0575-0018)	411	on occasion	411	0.25	103	\$25	\$ 2,569
Attachment 1-Sec A II D 3(b)	Assurance Agreement	RD 400-4 (0575-0018)	411	on occasion	411	0.25	103	\$25	\$ 2,569
Attachment 1- Sec A II J	Reporting of IRP/RDLF Lending Activity	RD 1951-4 (0570-0015)	75	4	300	1	300	\$25	\$ 7,500

**RD Consolidated Programs - ARRA Funding
7 CFR 1942-G Rural Business Enterprise Grant Program**

Section of Regulation	Title	Form Number	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses	Estimated Number of Man Hours per Response	Estimated Total Man Hours	Wage Class (per hour)	Cost to the Public
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
	Totals								

**RD Consolidated Programs - ARRA Funding
7 CFR 1942-G Rural Business Enterprise Grant Program**

Section of Regulation	Title	Form Number	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses	Estimated Number of Man Hours per Response	Estimated Total Man Hours	Wage Class (per hour)	Cost to the Public
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
RECORD KEEPING REQUIREMENTS									
Attachment 1- Sec B III I	Financial Records	Records	411	on occasion	411	3	1,233	\$25	\$ 30,825
Attachment 1- Sec B III A	Property Records	Records	411	on occasion	411	3	1,233	\$25	\$ 30,825
	Total Recordkeeping				822		2,466		\$ 61,650
OTHER									
	Buy America		32		32	3	96	\$25	\$ 2,400
	Davis Bacon		32		32	3	96	\$25	\$ 2,400
	Totals		411		886		2,658		66,450
Reporting / Forms					20,186		34,119		\$ 852,981
Record Keeping					822		2,466		\$ 66,450
Docket Total					21,008		36,585		\$ 919,431

Estimated Federal Cost

Activity	Number	No. of Hours	Rate	Total
Review of pre-application materials/eligibility determination	650	2	\$ 35.00	\$ 45,500
Process application/ determine funding priority	411	6	\$ 35.00	\$ 86,310
Approve grant and obligate funds	411	2	\$ 35.00	\$ 28,770
Grant closing and servicing	411	16	\$ 35.00	\$ 230,160
National Office reviews	650	1	\$ 40.00	\$ 26,000
TOTAL		27		\$ 416,740

NOTES TO FILE: Burden estimates based on funding \$40 million in RBEG ARRA applications; even though \$19.4 million was received in initial ARRA funding. Additional funding is anticipated from other ARRA Business Programs. Calculated total of 650 applications, calculating less than 5 percent of the grantees will need to comply with Buy America and or Davis Bacon.

**RD Consolidated Programs - ARRA Funding
7 CFR 3570-B, Community Facilities Grant Program**

Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses (D) X (E)	Estimated Number of Man Hours per Response	Estimated Total Man Hours (F) X (G)	Wage Class \$/hr	Total Cost to the Public (H)x(I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)

Reporting Requirements - Forms Approved With This Docket

3570.80(a)	Community Facilities Grant Agreement	3570-3	1272	1	1272	0.5	636	\$ 100	\$ 63,600
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Reporting Requirements - No Forms

3570.61(e)	Lease/Management Agreement	Written	113	1	113	5	565	\$25	\$14,125
3570.62(d)(4)(v)	Interim Financing	Written	177	1	177	4	708	\$25	\$17,700
3570.61(c)	Statement of Inability to Obtain Credit Elsewhere	Written	177	1	177	1	177	\$25	\$4,425
3570.65(b)(2)	Financial Feasibility Report	Written	1,343	1	1343	4	5,372	\$50	\$268,600
3570.80 (c)	Liens on real property	Written	20	1	20	1	20	\$25	\$500
Totals:			1,343		\$ 3,102		\$ 7,478		\$368,950

Reporting Requirements - Forms Approved Under Other OMB

3570.65(a)	Application for Federal Assistance	(4040-0004)	1343	1	1343	0.75	1,007	\$25	\$25,181
3570.92	Equal Opportunity Agreement	RD 400-1 (0575-0018)	1343	1	1343	0.25	336	\$25	\$8,394
3570.92	Assurance Agreement	RD 400-4 (0575-0018)	720	2	1440	0.25	360	\$25	\$9,000
3570.80(a)	Financial Status Report	SF-269 (0348-0039)	1256	1	1256	7.5	9,420	\$25	\$235,500
									\$278,075

**RD Consolidated Programs - ARRA Funding
Community Facilities Loan Program
7 CFR 1942 Subpart A**

Section of Regulation	Title	Form No(s). (if "none" so state)	No. of Respondents	No. of Responses Per Respondent	Total Annual Responses	Hours per Response	Total Hours (f x g)	Wages Class \$/Hr.	Cost to the Public (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
REPORTING REQUIREMENTS - FORMS APPROVED WITH THIS DOCKET									
1780.23(h)(1); 1942.5(b)(1)(ii)(C); 1951.222(c)(3); 3570.71(h)	Operating Budget	442-7							
	RHS		1,250	1	1,250	5	6,250	30	\$187,500
1780.23(h)(2); 1942.5(b)(1)(ii)(E); 1951.230(a)(9); 1955.10(f)(3)(i); & 3570.82	Balance Sheet or Financial Statement	442-3							
	RHS		833	1	833	1	833	30	\$24,990
1780.29(b)(1), 1942.17(l)(i)	Agreement for Engineering Services	1942-19							
	RHS		333	1	333	4	1,332	30	\$39,960
1780.29(f); Guide 16 of 1942-A; 3570.61(e)	Resolution of Members or Stockholders	1942-8							
	RHS		125	1	125	1	125	30	\$3,750
1780.31(a)(5); 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							
	RHS		750	1	750	1	750	30	\$22,500
1942.17(j)(4)(i)(A); 3570.76	Right-of-Way Easement	442-20							
	RHS		417	1	417	1	417	30	\$12,510
1942.17(j)(4)(i); 3570.76	Right-of-Way Certificate	442-21							
	RHS		417	1	417	1	417	30	\$12,510
1780.34(g)(1)(ii); 1942.17(j)(4)(i); 3570.76	Opinion of Counsel Relative to Rights-of-Way	442-22							
	RHS		333	1	333	1	333	30	\$9,990
1780.35(a)(2); 1942.17(n)(2)	Loan Resolution (Public Bodies)	1942-47							
	RHS		250	1	250	1	250	30	\$7,500
1780.35(a)(2), 1942.17(n)(2)	Loan Resolution Security Agreement	1942-9							
	RHS		500	1	500	1	500	30	\$15,000
1780.35(b)(1)(ii); 1942.17(p)(2)(ii); 1944.235(c)	Estimate of Funds Needed for 30-Day Period Commencing _____ "	440-11							
	RHS		916	3	2,748	1	2,748	30	\$82,440
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		1,083	1	1,083	2.5	2,708	30	\$81,225
1942.8(d)	Bond Registration Book	442-28							
	RHS		217	1	217	1	217	30	\$6,510
1942.17(j)(3)(ii)(B)	Position Fidelity Schedule Bond Declarations	440-24	1,226	1	1,226	0.5	613	30	\$18,390

**RD Consolidated Programs - ARRA Funding
Community Facilities Loan Program
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Section of Regulation	Title	Form No(s). (if "none" so state)	No. of Respondents	No. of Responses Per Respondent	Total Annual Responses	Hours per Response	Total Hours (r x g)	Wages Class \$/Hr.	Cost to the Public (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1780-62	Water Purchase contract	442-30							
	RUS		167	1	167	1	167	30	\$5,010
SUBTOTAL					10,649		17,660		529,785

REPORTING REQUIREMENTS - NO FORMS

1942.17(c)(2)(vii)	Application to Obtain Additional Funding	Written							
	RHS		50	1	50	4	200	30	\$6,000
1942.17(b)(3); 3570.61(c)	Statement on ability to obtain credit elsewhere	Written							
	RHS		1,000	1	1,000	1	1,000	30	\$30,000
1942.17(e)	Notification of declination of service	Written							
	RHS		20	1	20	3	60	30	\$1,800
1942.17(g)(2)(iii)(A); 3570.80	Liens on real and chattel property	Written							
	RHS		92	1	92	1	92	30	\$2,760
1942.17(g)(3)(i)(B)	Financing Statement	Written							
	RHS		433	1	433	1	433	30	\$12,990
1942.17(j)(9); 3570.71	Public Information	Written							
	RHS		1,083	1	1,083	2	2,166	30	\$64,980
1942.5(b)(1)(ii)(D) and Guides 6-10; 3570.65	Preliminary Architectural or Engineering Report	Written							
	RHS		583	1	583	4	2,332	30	\$69,960
1942.17(l)(1); 3570.71	Agreement for professional services	Written							
	RHS		666	1	666	4	2,664	30	\$79,920
1942.17(h)(2)(iii)	Positive programs to encourage connections	Written							
	RHS		20	1	20	3	60	30	\$1,800
1942.17(n)(3)	Interim financing	Written							
	RHS		2,083	1	2,083	4	8,332	30	\$249,960
1942.17(j)(3)(iii)(A)	Property insurance	Written							
	RHS		750	1	750	1	750	30	\$22,500
1942.17(j)(3)(iii)(B)	Liability and Property Damage Insurance	Written							
	RHS		700	1	700	1	700	30	\$21,000

**RD Consolidated Programs - ARRA Funding
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Section of Regulation	Title	Form No(s). (if "none" so state)	No. of Respondents	No. of Responses Per Respondent	Total Annual Responses	Hours per Response	Total Hours (r x g)	Wages Class \$/Hr.	Cost to the Public (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1942.17(j)(3)(iii)(D)	Flood Insurance	Written							
	RHS		75	1	75	1	75	30	\$2,250
1942.17(j)(3)(iii)(E)	Workman's compensation insurance	Written							
	RHS		542	1	542	0.5	271	30	\$8,130
1942.17(n)(6); 3570.80	Evidence of Disbursement of other funds	Written							
	RHS		358	1	358	1	358	30	\$10,740
1942.17(j)(4)(ii)	Acquisition of Land, Easement, Water Rights & Existing Facilities	Written							
	RHS		542	1	542	3	1,626	30	\$48,780
1942.3; 3570.65	Appraisal Report	Written							
	RHS		666	1	666	2	1,332	30	\$39,960
1942.5(b)(1)(ii)(I); 3570.70	Lease/Management agreement	Written							
	RHS		66	1	66	5	330	30	\$9,900
1942.17(g)(2)	Notes, bonds, warrants or other contractual obligations	Written							
	RHS		558	1	558	5	2,790	30	\$83,700
1942.18(e) & Guides 17 thru 19; 3570.76	Construction contract forms	Written							
	RHS		558	1	558	1	558	30	\$16,740
1942.8(g); 3570.80	Certification by borrower's attorney	Written							
	RHS		558	1	558	15	8,370	30	\$251,100
1942.18(m); 3570.76	Contracts awarded prior to application	Written							
	RHS		33	1	33	2	66	30	\$1,980
1942.18(o)(3); 3570.76	Resident Inspector resume	Written							
	RHS		392	1	392	0.5	196	30	\$5,880
1942.18(o)(4); 3570.76	Daily inspection report	Written							
	RHS		183	12	2,196	0.5	1,098	30	\$32,940
1942.5(b)(1)(ii)(G)	Evidence that facility cannot be provided by a public body	Written							
	RHS		252	1	252	1	252	30	\$7,560
1942.5(b)(1)(ii)(H); 3570.65	Financial feasibility report	Written							
	RHS		725	1	725	4	2,900	30	\$87,000
1942.17(b)(4); 3570.65	Organizational documents	Written							
	RHS		916	1	916	1	916	30	\$27,480
1942.5(a)(1)(ii), 1942.17(f)(1)	Borrower request to choose interest rate	Written							
	RHS		758	1	758	0.167	127	30	\$3,798

**RD Consolidated Programs - ARRA Funding
Community Facilities Loan Program
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Section of Regulation	Title	Form No(s). (if "none" so state)	No. of Respondents	No. of Responses Per Respondent	Total Annual Responses	Hours per Response	Total Hours (r x g)	Wages Class \$/Hr.	Cost to the Public (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1942.5(b)(1)(ii)(F)	Five Year Financial History	Written							
	RHS		367	1	367	1	367	30	\$11,010
1942.17(g)(2)(iii)(A)(9)(ii)	Exceptional Community Support and Documentation	Written							
	RHS		250	1	250	4	1,000	30	\$30,000
1942.17(g)(3)(i)(D)	Other Security	Written							
	RHS		292	1	292	1	292	30	\$8,760
1942.17(j)(3)(iii)(C)	Malpractice Insurance	Written							
	RHS		258	1	258	0.5	129	30	\$3,870
1942.17(j)(4)(iii)	Land Purchase Contract	Written							
	RHS		108	1	108	2	216	30	\$6,480
1942.17(j)(8)	Certificate of Need	Written							
	RHS		75	1	75	1	75	30	\$2,250
1942.17(k); 3570.70	Certification of appropriate regulatory agencies	Written							
	RHS		250	1	250	4	1,000	30	\$30,000
1942.17(r)(1)(ii)(B) & Guide 22	Positive Action Plan	Written							
	RHS		80	1	80	2	160	30	\$4,800
1942.17(q)(4); 3570.83	Audits	Written							
	RHS		916	1	916	3	2,748	30	\$82,440
1942.17(q)(4)(ii)	Financial Statements - borrowers under \$100,000 gross income	Written							
	RHS		933	1	933	4	3,732	30	\$111,960
1942.18(j)(5)(iv)	Utilization of small business & minority owned business	Written							
	RHS		166	1	166	0.5	83	30	\$2,490
1942.18(k)(5); 3570.75	Procurement when other than bid or negotiation is used	Written							
	RHS		100	1	100	1	100	30	\$3,000
1942.18(l); 3570.76	Unconventional contracting methods	Written							
	RHS		100	1	100	5	500	30	\$15,000
1942.2(a)(1)(iii); 3570.65(a)(1)	State clearinghouse review	Written							
	RHS		758	1	758	1	758	30	\$22,740
1942.17(q)(1)(ii)	Approval of Audit	Written							
	RHS		508	1	508	0.5	254	30	\$7,620

**RD Consolidated Programs - ARRA Funding
Community Facilities Loan Program
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Section of Regulation	Title	Form No(s). (if "none" so state)	No. of Respon- dents	No. of Responses Per Respondent	Total Annual Responses	Hours per Response	Total Hours (r x g)	Wages Class \$/Hr.	Cost to the Public (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1942.17(q)(2)(ii)(A); 3570.83	Governing body members and terms of office	Written							
					0		0		\$0
	RHS		508	1	508	0.5	254	30	\$7,620
Subtotal					22,344		51,722		1,551,648
1942.17(q)(1)(iv)	Borrower shall maintain accounting records for 3 years			2,083		0.25	521	30	\$15,623
TOTAL					32,993		69,902		2,097,055

**RD Consolidated Programs - ARRA Funding
7 CFR Part 3550, Direct Single Family Housing
Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

REPORTING REQUIREMENTS- FORMS

Section of Regulation	Title	Form No. (If Any)	Estimated No. of Respondent	Reports Filed Annually	Total Annual Reponses (D) X (E)	Estimated No. of Manhours per Response	Estimated Total Manhours (F) X (G)	Wage Class	Total Cost (H) X (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
HB-1-3550, 8.6	Notice of Right to Cancel	RD 1940-43	553	1	553	0.08	44.24	\$ 8.00	\$353.92
HB-1-3550, 3.4	Borrower's Certification & Authorization	RD 3550-1	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, 7.19	Request for Verification of Gift/Gift Letter	RD 3550-2	872	1	872	0.08	69.76	\$ 8.00	\$ 558
HB-1-3550 & HB-2- 3550, 4-E Attachment	Employment Certification/Payment Assistance	RD 3550-4	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, 5.8	Notice to Borrower of Special Flood Hazard and Federal Disaster Assistance	RD 3550-6	405	1	405	0.08	32.40	\$ 8.00	\$ 259
HB-1-3550, 8.2	Mortgage Loan Commitment	RD 3550-7	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, 6.6	Initial Escrow Account Disclosure Statement	RD 3550-9	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, 9.13,15	Planned Unit/Condominium Rider	RD 3550-10&	47	1	47	0.08	3.76	\$ 8.00	\$ 30
HB-1-3550, Attachment 8-A	Subsidy Repayment Agreement	RD 3550-12	5,767	1	5,767	0.08	461.36	\$ 11.00	\$ 5,075
HB-1-3550, Attachment 8-A	Authorization Agreement for Preauthorized Payments	SF5510	47	1	47	0.08	3.76	\$ 8.00	\$ 30
HB-1-3550, 8.6	Rural Housing Applicant Interview	RD 3550-23	5,767	1	5,767	0.25	1441.75	\$ 11.00	\$ 15,859
HB-1-3550, 12.9	Grant Agreement (504 Grant)	RD 3550-24	-	1	-	0.08	-	\$ 6.55	\$ -
HB-1-3550, 3.4, 7 CFR 3550.55	Application for Rural Housing Assistance (Non-Farm Tract) w/attachment	410-4	7,900	1	7,900	1.50	11850.00	\$ 8.00	\$ 94,800
HB-1-3550, 7.18	Option to Purchase Ral Property, or Other Standard Sales Contract, with directions and survey	440-34	7	1	7	0.08	0.56	\$ 15.00	\$ 8
HB-1-3550, HB-2- 3550, Chapter 4, 7CFR 3550.53 & 3550.54	Request for Verification of Employment/Income	1910-5 plus oral reverification	12,640	1	12,640	0.25	3160.00	\$ 8.00	\$ 25,280
HB-1-3550, 12.4 & HB-2-3550, 5.5	Budget and/or Financial Statement	1944-3	1,580	1	1,580	0.50	790.00	\$ 6.55	\$ 50,000
HB-1-3550 Chapter 4	Certification of Disability or Handicap	1944-4	30	1	30	0.25	7.50	\$ 37.00	\$ 278

**RD Consolidated Programs - ARRA Funding
7 CFR Part 3550, Direct Single Family Housing
Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

HB-1-3550, 3550.73	RD Manufactured Housing Dealer- Contractor Application	1944-5	9	1	9	0.25	2.25	\$ 20.00	\$ 45
HB-1-3550, Attachment 3-A	Rural Housing Loan Application Package	1944-12	956	1	956	0.25	239.00	\$ 20.00	\$ 4,780
HB-1-3550, Attachment 8A, HB-2-3550, Chapter 4, , 7.5	Payment Assistance/Deferred Mortgage Assistance Agreement or Interest Credit/Deferred Mortgage Agreement	1944-14/1944-A14 1944-6/1944-A6 and 1944-B6	474	1	474	0.25	118.50	\$ 11.00	\$ 1,304
HB-1-3550, 9.3	Application for Conditional Commitment	1944-36	36	1	36	0.50	18.00	\$ 28.00	\$ 504
HB-1-3550, 4.13	Landlord's Verification	1944-60	3,713	1	3,713	0.08	297.04	\$ 11.00	\$ 3,267
HB-1-3550, 4.6	Request for Verification of Deposit	1944-62	790	1	790	0.25	197.50	\$ 11.00	\$ 2,173
HB-2-3550, 2.6	Direct Payment Plan Change	1951-34 or thr	9	1	100	0.08	8.00	\$ 11.00	\$ 88
HB-1-3550, 13.3	Reamortization Agreement	3550-18	237	1	237	0.08	18.96	\$ 14.00	\$ 265
HB-1-3550, 6.4	Offer to Convey Security with Deed, Lease	1955-1	6	1	6	0.25	1.50	\$ 14.00	\$ 21
HB-1,3550, 16.2	Open Real Property Master Listing Agreement	1955-42	9	1	9	0.50	4.50	\$ 20.00	\$ 90
HB-1-3550, 16.8	Invitation to Bid and Acceptance-Sale of Real Property by the U.S. Government	1955-46	47	1	47	0.50	23.50	\$ 20.00	\$ 470
HB-1-3550, 16.7	Standard Sales Contract or Sale of Real Property by the U.S Government	1955-45	276	1	276	0.50	138.00	\$ 20.00	\$ 2,760
HB-1-3550, 3.5	Truth in Lending Statement	1940-41	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, Attachment 8A	Promissory Note	1940-16	7,900	1	7,900	0.25	1975.00	\$ 14.00	\$ 27,650
HB-1-3550, Attachment 8A	Real Estate Mortgage or Deed of Trust	3550-14 (State)	7,900	1	7,900	0.25	1975.00	\$ 14.00	\$ 27,650
HB-1-3550, Attachment 8A	Tax Information	3550-15	7,900	1	7,900	0.25	1975.00	\$ 15.00	\$ 29,625
HB-2-3550, 7.16	Application for Debt Settlement	3550-20	275	1	275	0.25	68.75	\$ 14.00	\$ 963
HB-2-3550, Chapter 4	Payment Subsidy Renewal Certification	3550-21	7,900	1	7,900	0.25	1975.00	\$ 14.00	\$ 27,650
HB-2-3550, Attachment 8A	Assumption Agreement- Single Family Housing	3550-22	9	1	9	0.08	0.72	\$ 11.00	\$ 8
		SUBTOTAL			113,652		30,061		\$ 347,124
Reporting Requirements - Non Forms									

**RD Consolidated Programs - ARRA Funding
7 CFR Part 3550, Direct Single Family Housing
Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

HB-1-3550,4.1	Evidence of Citizenship	Various	395	1	395	0.08	31.60	\$ 11.00	348
HB-1-3550, 9.16	Certified Financial Statement	N/A	18	1	18	1.00	18.00	\$ 15.00	270
HB-1-3550, 9.16	Manufacturer's Certificate of Origin/Contractor's Release	N/A	38	1	38	0.25	9.50	\$ 20.00	190
HB-1-3550, 9.16	Supplemental Information for Mobile/Manufactured Homes	N/A	38	1	38	0.25	9.50	\$ 20.00	190
HB-1-3550 & HB-2-3550, Attachment 4-E	Verification of Income-Applicant's Income Tax Return	N/A	7,900	1	7,900	0.08	632.00	\$ 11.00	6,952
HB-1-3550, 7.7	Documentation pertaining to existing dwelling less than 1-year old	N/A	85	1	85	1.00	85.00	\$ 15.00	1,275
HB-1-3550, 4	Request for Copy of Credit Report	N/A	2,259	1	2,259	0.08	180.72	\$ 8.00	1,446
HB-1-3550, 3.13	Notification of Continued Interest	none	-	1	-	0.08	-	\$ 8.00	\$ -
HB-1-3550, 3.6	Request for Additional Information to Support Eligibility	none	2,262	1	2,262	0.25	565.50	\$ 8.00	\$ 4,524
HB-1-3550, 6.14	Furnish Documentation of Hazard and Flood Insurance	none	7,900	1	7,900	0.08	632.00	\$ 15.00	\$ 9,480
HB-2-3550, 3.11	Notification of Insurable Loss	none	84	1	84	0.25	21.00	\$ 14.00	\$ 294
HB-2-3550, 2.28	Notification of Non-Active Military Duty	none	7	1	7	0.08	0.56	\$ 14.00	\$ 8
HB-1-3550, 13.11	Authorization to Lease Mineral Rights	N/A	7	1	7	0.50	3.50	\$ 14.00	\$ 49
HB-1-3550, 13.10	Request for Subordination	N/A	87	1	87	0.25	21.75	\$ 14.00	\$ 305
HB-1-3550, 13.12	Partial Release	N/A	6	1	6	0.25	1.50	\$ 14.00	\$ 21
HB-1-3550, 13.13	Authorization to Lease	N/A	5	1	5	0.25	1.25	\$ 14.00	\$ 18
HB-1-3550, 14.6	Financial Data to Review for Refinancing	N/A	553	1	553	0.75	414.75	\$ 14.00	\$ 5,807
HB-1-3550, 14.8	Refute Refinance Request	N/A	147	1	147	0.50	73.50	\$ 14.00	\$ 1,029
HB-1-3550, 14.8	Documentation of Inability to Refinance	N/A	37	1	37	1.00	37.00	\$ 14.00	\$ 518
HB-2-3550, 7.4	Refute Unauthorized Assistance	N/A	235	1	235	0.50	117.50	\$ 14.00	\$ 1,645
HB-2-3550, 5.5	Request for Moratorium	N/A	748	1	748	0.50	374.00	\$ 14.00	\$ 5,236
HB-1-3550, Atth. 3-H	Credit Score Disclosure	N/A	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-2-3550, 7.10	Borrower's Request for review of decision to refer for IRS Offset	Letter	316	1	316	1.00	316.00	\$ 14.00	\$ 4,424
HB-2-3550, 4.6	Notification to Agency if circumstances change	Phone call or written	41	1	41	0.25	10.25	\$ 14.00	\$ 144
HB-2-3550, 7.6	Repayment Agreement	Written	17	1	17	0.08	1.36	\$ 14.00	\$ 19
HB-2-3550, 6.5	Offer to cure default after acceleration or informal meeting	Written	66	1	66	0.50	33.00	\$ 14.00	\$ 462

**RD Consolidated Programs - ARRA Funding
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HB-2-3550, 15.3	Determination of Abandonment Borrower Location inquiries	Oral	80	1	80	0.25	20.00	\$ 14.00	\$ 280
HB-1-3550, 15.10	Lease of custodial property- Lease financial and credit information	Written	2	1	2	0.50	1.00	\$ 14.00	\$ 14
HB-2-3550, 15.11	Lease of inventory for transitional housing	Written	1	1	1	1.00	1.00	\$ 15.00	\$ 15
HB-1-3550, 14	Survey of Lender Criteria & Policies	Written/Oral	434	1	434	0.25	108.50	\$ 20.00	\$ 2,170
HB-2-3550, 7.7	Collection Efforts	N/A	434	1	434	0.08	34.72	\$ 14.00	\$ 486
HB-2-3550, 13.4	Disappeared Debtors	None	40	1	40	0.25	10.00	\$ 14.00	\$ 140
HB-2-3550, 7.12	Delinquent Adjustment Agreements	None	20	1	20	0.25	5.00	\$ 14.00	\$ 70
HB-1-3550, 3.7	Withdrawn Application	N/A	-	1	-	0.08	-	\$ 8.00	\$ -
HB-1-3550 7 HB-2-3550, 4.9	Third Party Verification of Income including other documentation (pay stubs, W-2, divorce decree, self-employment)	N/A	15,170	1	15,170	0.25	3792.50	\$ 8.00	\$ 30,340
Chapters 4 of HB-1-3550 & HB-2-3550	Verification of Child Care, Medical, or other applicable expenses	N/A	7,900	1	7,900	0.25	1975.00	\$ 8.00	\$ 15,800
HB-1-3550, 4.12	CAIVRS- Applicant Contact Federal Agency Reporting Delinquent Debt	N/A	7,900	1	7,900	0.08	632.00	\$ 8.00	\$ 5,056
HB-1-3550, 5.11	Evidence of Ownership with legal description, survey, directions	N/A	7,900	1	7,900	0.25	1975.00	\$ 11.00	\$ 21,725
HB-1-3550, 5.1	Assurances of Road Completion	N/A	45	1	45	0.25	11.25	\$ 15.00	\$ 169
HB-1-3550, Attachment 7A	Termites, plumbing, sewage, HAC verifications	N/A	7,900	1	7,900	0.50	3950.00	\$ 15.00	\$ 59,250
HB-1-3550, 8.3	Applicant cancels loan	N/A	-	1	-	0.08	0.00	\$ 8.00	\$ -
HB-1-3550, 9.8	Conditional Commitment Change in Price, Plans, Specifications	N/A	15	1	15	0.08	1.20	\$ 28.00	\$ 34
HB-1-3550, 9.14	Community Land Trust Documents	N/A	4	1	4	0.50	2.00	\$ 20.00	\$ 40
HB-1-3550, 10.10	Firm Loan Commitment from Participating Lender	N/A	192	1	192	0.25	48.00	\$ 20.00	\$ 960
HB-1-3550, 10.10	Copies of Security Agreements from Participating Lender	N/A	1,896	1	1,896	0.25	474.00	\$ 20.00	\$ 9,480
HB-1-3550, 16.6	Release of DSS Restriction	N/A	148	1	148	0.08	11.84	\$ 14.00	\$ 166

**RD Consolidated Programs - ARRA Funding
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Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

HB-1-3550, 13.13	Notification of Leased Property and adequate insurance coverage	N/A	148	1	148	0.08	11.84	\$ 14.00	\$ 166
HB-2-3550, 2.25	Decision to Defer Recapture	N/A	1,896	1	1,896	0.08	151.68	\$ 14.00	\$ 2,124
HB-2-3550, 2.23	Information to Determine Recapture amount, including appraisals		2,923	1	2,923	0.50	1461.50	\$ 14.00	\$ 20,461
HB-2-3550, 2.31	Request for Final Payoff	N/A	2,923	1	2,923	0.08	233.84	\$ 14.00	\$ 3,274
HB-2-3550, 2.10	Request to Waive Late or Other Fees	N/A	2,250	1	2,250	0.08	180.00	\$ 14.00	\$ 2,520
HB-1-3550, 7.16	Documentation regarding housing related costs in past 6 months or other compensating factors	N/A	1,085	1	1,085	0.25	271.25	\$ 14.00	\$ 3,798
HB-1-3550, 7.20	Identification of responsibility for costs of inspections and certifications in sales	N/A	1,810	1	1,810	0.25	452.50	\$ 20.00	\$ 9,050
HB-1-3550, 5.19 and 6.5	Decision regarding appraisal fee and tax service fee	N/A	1,896	1	1,896	0.08	151.68	\$ 8.00	\$ 1,213
HB-1-3550, 9.6	Modification of Sales Agreements for Conditional Commitments	N/A	9	1	9	0.25	2.25	\$ 28.00	\$ 63
HB-2-3550, Chapter 9, 7.9	Borrower's request for records	Letter	5	1	5	0.25	1.25	\$ 14.00	\$ 18
HB-2-3550, 7.9	Borrower's offer to repay	Letter	1	1	1	0.50	0.50	\$ 14.00	\$ 7
HB-2-3550, 7.9	Borrower's request for a review regarding administrative offset	Letter	1	1	1	0.50	0.50	\$ 14.00	\$ 7
HB-2-3550, 7.9	Borrower's request for records	Letter	1	1	1	0.25	0.25	\$ 14.00	\$ 4
HB-2-3550, 7.9	Employee's written agreement for a different repayment schedule	Letter	1	1	1	0.50	0.50	\$ 14.00	\$ 7
		SUBTOTAL			96,181		20,195		238,611
		GRAND TOTAL			209,833		50,257		585,735
REPORTING REQUIREMENTS- FORMS APPROVED UNDER OTHER OMB NUMBERS									
HB-1-3550, 7.12	Application for Settlement of Indebtedness	RD 1956-1 (0575-0118)			0		0		0
HB-1-3550, 5.22	Construction Contract	RD 1924-6 (0575-0042)			0		0		0
HB-1-3550, 5.24	Release by Claimants	RD 1924-10 (0575-0042)			0		0		0

**RD Consolidated Programs - ARRA Funding
7 CFR Part 3550, Direct Single Family Housing
Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

HB-1-3550, 9.4	Affirmative Fair Housing Marketing Plan	HUD 935-2 (2529-0013)			0	0	0
HB-1-3550, 5.21	Description of Materials	RD 1924-2 (0575-0042)			0	0	0
HB-1-3550, Attachment 8A	Affidavit Regarding Work of Improvement	RD 1927-5 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Agreement with Prior Lienholder w/narrative	RD 1927-8 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Preliminary Title Opinion	RD 1927-9 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Final Title Opinion	RD 1927-10 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Warranty Deed (state) Joint Tenants	RD 1927-11 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Warranty Deed (state)	RD 1927-12 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Loan Closing Instructions	RD 1927-15 (0575-0147)			0	0	0
HB-1-3550, 8.6	Notification of Loan Closing	RD 1927-16 (0575-0147)			0	0	0
HB-1-3550, 8.4	Certification of Attorney	RD 1927-19 (0575-0147)			0	0	0
HB-1-3550, Attachment 8A	Certification of Title Insurance	RD 1927-20 (0575-0147)			0	0	0
HB-1-3550, 5.22	Invitation for Bid (Construction Contract	(0575-0042)			0	0	0
HB-1-3550	Loan Closing Instructions	RD 3550-25			0	0	0
HB-1-3550, 5.25	Documentation of Construction Complaint/Request for Compensation for Construction Defects	RD 1924-4 (0575-0082)					
HB-1-3550, 5.22	Equal Opportunity Agreement	RD 400-1 (0575-0018)					
HB-1-3550, 5.22	Compliance Statement	RD 400-6 (0575-0018)					
HB-1-3550,5.23	Contract Change Order	RD 1924-7 (0575-0042)					
HB-1-3550,5.23	Development Plan	RD 1924-1 (0575-0042)					
HB-1-3550,5.24	Certificate of Contractor's Release	RD 1924-9 (0575-0042)					
HB-1-3550, 5.23	Inspection Report	RD 1924-12 (0575-0042)					
HB-1-3550, 5.24	Builder's Warranty	RD 1924-19 (0575-0042)					

**RD Consolidated Programs - ARRA Funding
7 CFR Part 3550, Direct Single Family Housing
Loan and Grant Programs,
HB-1-3550 and HB-2-3550**

HB-1-3550, 5.23	Plan Certification	RD 1924-25 (0575-0042)							
HB-1-3550, 13.5	Transfer of Real Estate Security	RD 465-5 (0560-0158)							
HB-1-3550, 4.13	Application Reference Letter	RD 410-8 (0575)							
HB-1-3550,13.11	Assignment of Income from Real Estate Security	RD 443-16 (0575-0109)							
HB-1-3550,5.8	Standard Flood Hazard Determination	FEMA 81-93 (1660-0040)							
HB-1-3550, 5.23	Drawings/Specifications/ Certification	(0575-0042)							
HB-1-3550, 5.23	Cost Estimates	(0575-0042)							
HB-1-3550, 5.23	Narrative Description of Work Items	(0575-0042)							
HB-1-3550, 5.23	Manufacturer's and Builder's Certification	(0575-0042)							
HB-1-3550, 5.24	Documents for 10-year Warranty	(0575-0042)							
HB-1-3550, 5.25	Complaints of Construction Defects	(0575-0042)							
HB-1-3550, 5.22	Owner-Builder Construction Proposal	(0575-0042)							
HB-1-3550, 9.17	Prerequisites for Modular/Panelized Housing Unit Mfrs.	(0575-0042)							
HB-1-3550, 9.17	Approval of Modular/Panelized Housing Units	(0575-0042)							
HB-1-3550, , 7.15	Credit elsewhere (borrower request to seek other credit)	Written (0575-0166)							
HB-1-3550, 14.13	Survey of Lender Criteria and Policies (means of gathering information from lenders).	Written/Oral (0575-0158)							

Section of Regulation	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
REPORTING REQUIREMENTS - FORMS APPROVED WITH THIS DOCKET									
1942.108(c)	Cash Flow Projection	1942-52	176	1	176	3.5	616	20	\$12,320
1942.116(b)	Applicant's Feasibility Report	1942-54	139	1	139	3	417	20	\$8,340
1942.128(b)	Cash Flow Report (Quarterly)	1942-53	413	4	1,652	2	3,304	20	\$66,080
	Cash Flow Report (Annually)		574	1	574	2	1,148	20	\$22,960
Forms Total					2,541		5,485		\$109,700
REPORTING REQUIREMENTS - NON FORMS									
1942.106(b)	Intergovernmental Review Exemption	Written	75	1	75	1	75	20	\$1,500
1942.108(e)	Organizational Documents	Written	188	1	188	1	188	20	\$3,760
1942.126(b)(1)	Preliminary Arch./Engineering Report	Written	79	1	79	4	316	50	\$15,800
1942.126(b)(2)	Final Plans and Specifications	Written	79	1	79	4	316	50	\$15,800
1942.126(l)(2)(ii)&(iii)	Construction Reports on Overruns or Savings	Written	57	1	57	6	342	20	\$6,840
1942.126(l)(3)	Project Inspector Resume	Written	79	1	79	2	158	20	\$3,160
1942.126(l)(3)	Inspection Reports	Written	79	4	316	1	316	20	\$6,320
1942.126(d)	Construction Contracts	Written	79	1	79	4	316	25	\$7,900
Non-Forms Total					952		2,027		\$61,080
Grand Total					3,493		7,512		\$170,780
REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER OMB NUMBERS									
1942.104(a)	Application for Federal Assistance (For Construction) (OMB 4040-0004)	SF 424.2	406	1	406	3.0	1,218	20	\$24,360
TOTAL									

RD Consolidated Programs - ARRA Funding
7 CFR PART 1980-D
SECTION 502 GUARANTEED RURAL HOUSING PROGRAM

Section of Regulation	Title	Form No. (if any)	Estimated No. of Responses	Reports filed Annually	Total Annual Responses (D) x (E)	Estimated No. of Man-hours per response	Estimated Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Written REQ.									
Section 1980.334	Uniform Residential Appraisal Report (Lender)	URAR	1,783	17.72	31,595	0.17	5,371	\$21.39	\$114,888
Section 1980.341	Inspections of Construction (Lender)	Written New Construction	1,783	2.47	4,404	0.50	2,202	\$21.39	\$47,101
		Existing Dwellings	1,783	15.25	27,191	0.50	13,595	\$21.39	\$290,805
Section 1980.366	Transfer & Assumption (Lender)	Written	10	1	10	0.50	5	\$21.39	\$107
Section 1980.370 (d) (2)	Guaranteed Rural Housing Loan Status Report	Electronically	1,206	4	4,824	0.25	1,206	\$21.39	\$25,796
Section 1980.370 (d) (1)	Guaranteed Rural Housing Borrower Default Status	Electronically	351	1	351	0.50	176	\$21.39	\$3,754
Section 1980.374(d)	Servicing Plan	Written	2,892	1	2,892	1.00	2,892	\$21.39	\$61,860
Section 1980.376	Property Disposition Plan (Lender)	Written	3,638	1	3,638	1.00	3,638	\$21.39	\$77,817
Section 1980.390	Overpayment Notification (Lender)	Written	2	1	2	0.50	1	\$21.39	\$21
Section 1980.392	Mortgage Credit Certificate (Applicant)	Written	180	1	180	0.17	31	\$21.39	\$655
NO-FORM TOTAL:									
				45.44	75,087	5.09	29,117		\$622,804

RD Consolidated Programs - ARRA Funding
7 CFR PART 1980-D
SECTION 502 GUARANTEED RURAL HOUSING PROGRAM

Section of Regulation (A)	Title (B)	Form No. (if any) (C)	Estimated No. of Respondents (D)	Reports filed Annually (E)	Total Annual Responses (D) x (E) (F)	Estimated No. of Man-hours per response (G)	Estimated Total Man-hours (F) x (G) (H)	Wage Class (I)	Total Cost (H) x (I) (J)
Form REQ									
Section 1980.309 (e)	Guaranteed Rural Housing Lender Record Change	Form 1980-11 Initial Loan Sale	1,783	13.6	24,249	0.25	6,062	\$21.39	\$129,670
		Transfer of Servicer	20	1	20	0.25	5	\$21.39	\$107
		Forced Transfer	4	1	4	0.25	1	\$21.39	\$21
Section 1980.309 (d)	Agreement for Participation Guaranteed/Insured Loan Programs of the U.S. Government	Form 1980-16	135	1	135	4.00	540	\$21.39	\$11,551
Section 1980.309 (f) (3)	Rural Housing Guarantee Report of Loss	Form 1980-20	240	17.42	4,181	1.00	4,181	\$21.39	\$89,427
Section 1980.351	Request for Reservation of Funds	Form 1980-86	1,783	19.49	34,751	0.50	17,375	\$21.39	\$371,658
Section 1980.353 (c)	Request for Single Family Housing Loan Guarantee	Form 1980-21	1,783	18.61	33,182	0.33	10,950	\$19.57	\$214,290
Section 1980.355	Conditional Commitment for SFH Guarantee	Form 1980-18	1,783	17.72	31,595	1.00	31,595	\$21.39	\$675,812
Section 1980.361	Loan Note Guarantee	Form 1980-17	1,783	17.72	31,595	0.08	2,528	\$21.39	\$54,065
Section 1980.390 (f) (2)	Master Interest Assistance and Shared Equity Agreement with Promissory Note	Form 1980-12 - No Activity at This Time	0	0	0	0.00	0	\$0.00	\$0
Section 1980.390 (f) (2)	Annual Interest Assistance Agreement	Form 1980-13 Borrower	25	1	25	0.17	4	\$19.57	\$83
		Lender	25	1	25	0.50	13	\$21.39	\$267
FORM TOTAL:				109.56	159,760	8.33	73,253		\$1,546,953

RD Consolidated Programs - ARRA Funding
7 CFR PART 1980-D
SECTION 502 GUARANTEED RURAL HOUSING PROGRAM

Section of Regulation (A)	Title (B)	Form No. (if any) (C)	Estimated No. of Respondents (D)	Reports filed Annually (E)	Total Annual Responses (D) x (E) (F)	Estimated No. of Man-hours per response (G)	Estimated Total Man-hours (F) x (G) (H)	Wage Class (I)	Total Cost (H) x (I) (J)
<u>OTHER OMB NOS</u>									
Section 1980.317 Section 1980.353 (c)	Equal Opportunity Agreement RD Form 400-1	Form RD 400-1 (0575-0018)	546	1	546	0.10	55	\$21.39	\$1,168
Section 1980.317	Compliance Statement RD Form 400-6	Form RD 400-6 (0575-0018)	546	1	546	0.10	55	\$21.39	\$1,168
Section 1980.353 (e) Section 1980.390 (h)	Request for Verification of Employment RD Form 1910-5	Form RD 1910-5 (0575-0172)	1,783	2	3,566	0.25	892	\$21.39	\$19,069
Section 1980.361 (a)	Guaranteed Loan Closing Report RD Form 1980-19	Form RD 1980-19 (0575-0137)	1,783	1	1,783	0.25	446	\$21.39	\$9,535
				5	6,441	0.70	1,446		\$30,940

<u>SUMMARY</u>									
Section of Regulation (A)	Title (B)	Form No. (if any) (C)	Estimated No. of Respondents (D)	Reports filed Annually (E)	Total Annual Responses (D) x (E) (F)	Estimated No. of Man-hours per response (G)	Estimated Total Man-hours (F) x (G) (H)	Wage Class (I)	Total Cost (H) x (I) (J)
NO-FORM TOTAL:				45.44	75,087	5.09	29,117		\$622,804
FORM TOTAL:				109.56	159,760	8.33	73,253		\$1,546,953
DRMS APPROVED UNDER OTHER OMB NUMBERS:				5		0.70	0		\$30,940
TOTAL BURDEN:				160	234,847	14.12	102,370		\$2,169,757