

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)

**APPLICANT Burden****PAPERWORK REQUIREMENTS – NO FORMS****Project Proposal - Applicants**

4284.931	Proposal		390	1	390	76	29,640	\$56.62	\$1,678,217
4284.932	Simplified Applications		210	1	210	61	12,810	\$56.62	\$725,302
<b>Subtotal</b>					<b>600</b>		<b>42,450</b>		<b>\$2,403,519</b>

**Grantee Requirements**

4284.951(c)(6)	Certification for Contracts, Grants and Loans	RD 1940-Q, Exh A-1	212	1	212	0.25	53	\$56.62	\$3,001
4284.960	Performance Reports	written	212	2	424	9	3,816	\$82.50	\$314,820
4284.960	Final Report	written	212	1	212	85	18,020	\$82.50	\$1,486,650
Dept Regulations	Recordkeeping		212	1	212	3	636	\$29.60	\$18,826
<b>Subtotal</b>					<b>1,060</b>		<b>22,525</b>		<b>\$1,823,297</b>

**Reporting Requirements - Forms Approved Under this Docket (all applications or grantees, as applicable)**

4284.905(c); 4284.931(a) (4); 4284.951(c)(4)	Assurance Agreement	RD 400-4 (0575-0018)	212	1	212	0.25	53	\$56.62	\$3,001
4284.907; 4284.931(a)(5)	Request for Environmental Information	RD 1940-20 (0575-0094)	127	1	127	8	1,016	\$56.62	\$57,526
4284.951(a)	Letter of Intent to Meet Conditions	RD 1942-46 (0575-0015)	212	1	212	1	212	\$56.62	\$12,003
4284.951(b)	Value-Added Producer Grant Agreement	RD 4284-2	212	1	212	1	212	\$56.62	\$12,003
4284.951(c)(1)	Request for Obligation of Funds	RD 1940-1	212	1	212	0.16	34	\$56.62	\$1,925
4284.951(c)(2)	Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transaction	AD-1047	212	1	212	0.16	34	\$56.62	\$1,925
4284.951(b)	Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions	AD-1048	212	1	212	0.16	34	\$56.62	\$1,925
4284.951(c)(3)	Certification Regarding Drug-Free Workplace Requirements	AD-1049	212	1	212	0.16	34	\$56.62	\$1,925
4284.951(c)(5)	ACH Vendor/Miscellaneous Payment Enrollment Form	SF-3881 (1510-0056)	212	1	212	0.25	53	\$56.62	\$3,001
4284.951(c)(7)	Disclosure of Lobbying Activities	SF-LLL (0348-0046)	212	1	212	0.16	34	\$56.62	\$1,925
<b>Subtotal</b>					<b>2,035</b>		<b>1,716</b>		<b>97,159</b>

**GRAND TOTAL****3,695****66,691****\$4,323,975**

NOTES

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)

**Forms Approved Under Other OMB Numbers**

4284.931(a)(1)	Application for Federal Assistance	SF-424 (4040-0004)	600	1	600	1	600	\$56.62	\$33,972
4284.931(a)(2)	Budget Information – Non-Construction	SF-424A (4040-0006)	600	1	600	3	1800	\$56.62	\$101,916
4284.931(a)(3)	Assurances – Non-Construction	SF-424B (4040-0007)	600	1	600	0.25	150	\$56.62	\$8,493
4284.951(b)	Federal Financial Report	SF-425 (0348-0061)	212	2	424	1.5	636	\$56.62	\$36,010
4284.951(d)	Request for Advance or Reimbursement	SF-270 (0348-0004)	212	12	2544	1	2544	\$56.62	\$144,041

## Value Added Producer Grant Program - 0570-NEW

Section of Regulation (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)
------------------------------	-----------------------------	---------------------------	-------------------------------	--	---	---	---------------------	-----------------------------

**Annual Cost to the FEDERAL GOVERNMENT****Application for the Value Added Producer Grant**

Receipt of Applications		600	1	600	0.1	60	\$20.70	\$1,242
Data Entry and Scanning of Applications		600	1	600	1	600	\$20.70	\$12,420
Conduct Eligibility Determinations		600	1	600	3	1800	\$40.19	\$72,342

**Scoring Applications**

Posting application to secure website		600	1	600	0.1	60	\$40.19	\$2,411
Non-Federal reviewer evaluation		324	2	648	3	1944	\$33.33	\$64,794
Federal review evaluation		324	1	324	3	972	\$40.19	\$39,065
State office evaluation		324	1	324	0.5	162	\$40.19	\$6,511
Calculate final scores		324	1	324	0.5	162	\$47.21	\$7,648
Perpare program summary		1	1	1	8	8	\$47.21	\$378

**Grant Award**

Announce awards to public		212	1	212	1	212	\$40.19	\$8,520
Legal Document Preparation		212	1	212	1	212	\$40.19	\$8,520
Inform applicants of results		600	1	600	1	600	\$40.19	\$24,114
Appeals		15	1	15	16	240	\$40.19	\$9,646

**Post Award Activities and Requirements**

Monitoring		212	1	212	36	7632	\$40.19	\$306,730
Administrative		212	1	212	3	636	\$20.70	\$13,165

**TOTAL****15,300****\$577,506**