

| Burden Estimate for 9007 Energy Audit - Renewable Energy Development Assistance Grant Program | | | | | | | | | | Breakout Percentages | | | | Breakout Costs | | | | Number of Entities | | | |
|--|---|------------------------|--------------------|---------------|---------------------------|--|------------------------------------|--------------|----------------------|----------------------|--------------------------|------------------------------------|---|--------------------|--------------------------|------------------------------------|---|--------------------|--------------------------|------------------------------------|---|
| USDA Rural Business-Cooperative Service | | | | | | | | | | Private Individual | Private - Not Individual | State gov, local gov, Indian Tribe | Small Business that are Private not individuals | Private Individual | Private - Not Individual | State gov, local gov, Indian Tribe | Small Business that are Private not individuals | Private Individual | Private - Not Individual | State gov, local gov, Indian Tribe | Small Business that are Private not individuals |
| Section of Notice | Title | Form No. (if any) | No. of Respondents | Reports Filed | Total Responses (C) x (D) | Estimated No. of Manhours per response (F) | Estimated Total Manhours (E) x (F) | Wage** Class | Total Cost (G) x (H) | | | | | | | | | | | | |
| (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | | | | | | | | | | | | | |
| Reporting - No Forms Approved Under this Docket | | | | | | | | | | | | | | | | | | | | | |
| Project Proposal - Applicants | | | | | | | | | | | | | | | | | | | | | |
| Sec IV, B.5 | Application Narrative - Audit | written | 27 | 1 | 27 | 22 | 594 | \$60 | \$35,640 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$17,820 | \$17,820 | \$0 | 0 | 13 | 13 | 0 |
| Sec IV, B.5 | Application Narrative - RE Development Assistance | written | 7 | 1 | 7 | 9 | 63 | \$60 | \$3,780 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$1,890 | \$1,890 | \$0 | 0 | 3 | 3 | 0 |
| Sec IV, B.4 | Organizational documents | written | 33 | 1 | 33 | 0.33 | 11 | \$60 | \$660 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$330 | \$330 | \$0 | 0 | 17 | 17 | 0 |
| Sec IV, B.6 | Application Financial Information | written | 33 | 1 | 33 | 7 | 231 | \$60 | \$13,860 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$6,930 | \$6,930 | \$0 | 0 | 17 | 17 | 0 |
| Sec IV, B.7 | Intergovernmental comments | written | 33 | 1 | 33 | 1 | 33 | \$60 | \$1,980 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$990 | \$990 | \$0 | 0 | 17 | 17 | 0 |
| SUBTOTAL - Project Proposal | | | 33 | | 133 | | 932 | | \$55,920 | | | | | | | | | | 50 | 50 | |
| Grantees | | | | | | | | | | | | | | | | | | | | | |
| Sec V, D | Grant Agreement | To be determined | 20 | 1 | 20 | 0.5 | 10 | \$60 | \$600 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$300 | \$300 | \$0 | 0 | 10 | 10 | 0 |
| Sec V, G.3 (i) | Semiannual Performance Report | written | 20 | 4 | 80 | 1 | 80 | \$60 | \$4,800 | 0.00% | 25.00% | 75.00% | 0.00% | \$0 | \$1,200 | \$3,600 | \$0 | 0 | 5 | 15 | 0 |
| Sec V, G.3 (ii) | Final Semiannual Performance Report - Audits | written | 16 | 1 | 16 | 2 | 32 | \$60 | \$1,920 | 0.00% | 25.00% | 75.00% | 0.00% | \$0 | \$480 | \$1,440 | \$0 | 0 | 4 | 12 | 0 |
| Sec V, G.3 (i) | Final Semiannual Performance Report - Rural Development Assistance | written | 4 | 1 | 4 | 1 | 4 | \$60 | \$240 | 0.00% | 25.00% | 75.00% | 0.00% | \$0 | \$60 | \$180 | \$0 | 0 | 1 | 3 | 0 |
| Sec V, G.4 | Final status report | written | 20 | 20 | 400 | 0.08 | 32 | \$60 | \$1,920 | 0.00% | 25.00% | 75.00% | 0.00% | \$0 | \$480 | \$1,440 | \$0 | 0 | 5 | 15 | 0 |
| Sec V, I | Financial Audit Report | written | 20 | 1 | 20 | 0.16 | 3 | \$60 | \$180 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$90 | \$90 | \$0 | 0 | 10 | 10 | 0 |
| Sec V, H | Recordkeeping | | 20 | 1 | 20 | 1 | 20 | \$60 | \$1,200 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$600 | \$600 | \$0 | 0 | 10 | 10 | 0 |
| SUBTOTAL - Grantees | | | 20 | | 560 | | 181 | | \$10,860 | | | | | | | | | | 30 | 30 | |
| Reporting - Forms Approved Under this Docket (all applications or grantees, as applicable) | | | | | | | | | | | | | | | | | | | | | |
| Sec V, D. 1 (v) | Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans. | AD-1047 or in writing | 33 | 1 | 33 | 0.25 | 8 | \$60 | \$480 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$240 | \$240 | \$0 | 0 | 17 | 17 | 0 |
| Sec V 4 V. 1 (v) | Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lowered Tier Covered | AD-1048 or in writing | 33 | 1 | 33 | 0.25 | 8 | \$60 | \$480 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$240 | \$240 | \$0 | 0 | 17 | 17 | 0 |
| Sec V, D. 1 (vi) | Cert. Regarding Drug-Free Workplace Req. (Grants) Alt. I - For Grantees Other Than Individuals | AD -1049 (9000-0101) | 33 | 1 | 33 | 0.25 | 8 | \$60 | \$480 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$240 | \$240 | \$0 | 0 | 17 | 17 | 0 |
| Sec V, D. 1 (ix) | Assurance Agreement | RD 400-4 (0575-0018) | 33 | 1 | 33 | 0.25 | 8 | \$60 | \$480 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$240 | \$240 | \$0 | 0 | 17 | 17 | 0 |
| Sec V, D. 3 (i) | Request for Obligation of Funds | RD 1940-1 (0575-0094) | 20 | 1 | 20 | 0.25 | 5 | \$60 | \$300 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$150 | \$150 | \$0 | 0 | 10 | 10 | 0 |
| Sec V, D. 1 (ii) | Letter of Intent | RD 1942-46 (0575-0015) | 20 | 1 | 20 | 1 | 20 | \$60 | \$1,200 | 0.00% | 50.00% | 50.00% | 0.00% | \$0 | \$600 | \$600 | \$0 | 0 | 10 | 10 | 0 |
| Subtotal | | | | | 172 | | 57 | | \$3,420 | | | | | | | | | | | | |
| Grand Total | | | 53 | | 865 | | 1,170 | | \$70,200 | | | | | | \$32,880 | \$37,320 | \$0 | 0 | 80 | 80 | 0 |
| Forms Approved Under Other OMB Numbers | | | | | | | | | | | | | | | | | | | | | |
| | Application for Federal Assistance | SF 424 (4040-0004) | 33 | 1 | 33 | 1 | 33 | | | | | | | | | | | | | | |
| | Budget Information - Non-Construction Programs | SF 424A (4040-0006) | 33 | 1 | 33 | 3 | 99 | | | | | | | | | | | | | | |
| | Assurances - Non-Construction Program | SF 424B (4040-0007) | 33 | 1 | 33 | 0.25 | 8 | | | | | | | | | | | | | | |
| | Financial Status Report | SF-269 (0348-0039) | 20 | 1 | 20 | 0.50 | 10 | | | | | | | | | | | | | | |
| | Request for Advance or Reimbursement | SF-270 (0348-0004) | 33 | 1 | 33 | 1 | 33 | | | | | | | | | | | | | | |
| | Disclosure of Lobbying Activities | SF LLL (0348-0046) | 33 | 1 | 33 | 0.16 | 5 | | | | | | | | | | | | | | |
| Totals | | | 185 | | 185 | | 189 | | | | | | | | | | | | | | |
| Footnotes: | | | | | | | | | | | | | | | | | | | | | |
| Farm Bill notes 4 percent of funding available for audits - \$55,000,000 * .04 = \$2,200,000 | | | | | | | | | | | | | | | | | | | | | |
| Estimate 25 eligible entities applying under each criteria noted in Section 9007 (b)(2) resulting in a total of 100 applications | | | | | | | | | | | | | | | | | | | | | |
| Out of the 100, approximately 60 would receive funding | | | | | | | | | | | | | | | | | | | | | |
| Average audit/development assistance cost is \$2,500, the ag producer/small business must pay 25 percent, resulting in \$1,875 of assist to business | | | | | | | | | | | | | | | | | | | | | |
| Estimate 20 audits/assistance completed by each applicant, which totals 1,200 audits/assistance projects | | | | | | | | | | | | | | | | | | | | | |
| 1,200 documents at a cost of approximately \$1,875 = \$2,250,000 | | | | | | | | | | | | | | | | | | | | | |
| \$50,000 difference in available funds and total document cost will account for variations in the actual costs of each document | | | | | | | | | | | | | | | | | | | | | |
| 5 percent of funds can be used by the applicant for administrative purposes = \$110,000 | | | | | | | | | | | | | | | | | | | | | |
| Assume 80 percent of application are for audits, and 20 percent are for development assistance | | | | | | | | | | | | | | | | | | | | | |

| Energy Audits and Renewable Energy Development Assistance | Applicants or Grantees | Hours | Rate | Cost |
|--|-------------------------------|--------------|-------------|-------------|
| Acknowledge and review application | 100 | 5 | 40.41 | \$20,205 |
| Evaluate and score | 100 | 16 | 40.41 | \$64,656 |
| Inform applicants of selection results | 100 | 1 | 40.41 | \$4,041 |
| Legal document preparation | 60 | 8 | 40.41 | \$19,397 |
| Release and advance of funds | 60 | 4 | 40.41 | \$9,698 |
| Monitoring | 60 | 16 | 40.41 | \$38,794 |
| Administrative | 60 | 20 | 40.41 | \$48,492 |
| | | | | \$205,283 |