

3137-0029

<b><i>Application and reporting process</i></b>	<b>No. of respondents</b>	<b>Frequency</b>	<b>Annual hour burden</b>	<b>How estimated</b>	<b>Cost</b>
<b>Applicants preparing and submitting grant applications</b>	<b>1,716</b>	one time	<b>50,307.94</b>	Time required to plan and write grant application, minus hours for completing forms	<b>\$1,323,098.82</b>

3137-0071

<b><i>Application and reporting forms</i></b>	<b>No. of respondents</b>	<b>Frequency</b>	<b>Annual hour burden</b>	<b>How estimated</b>	<b>Cost</b>
<b>Application forms</b>	3,839	one time	4,479.50	Total of time required to complete forms required for each grant application times number of applications	\$117,810.85
<b>Reporting forms - includes discretionary and grants to states</b>	802	per year or life of grant	15,569.33	The number of respondents equals the number of grant awardees in a year. The burden hours are based on the number of forms and time required to complete them over the life of the grant.	\$409,473.38
<b>Totals: for forms</b>	<b>4,641</b>		<b>20,048.83</b>		<b>\$527,284.23</b>

<b>Totals for Fed Reg Notice</b>	<b>6,357</b>		<b>70,357</b>		<b>\$1,850,383</b>
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**Estimated burden hours and costs for grant applications by grant program**

<i>Preparing/submitted grant applications by grant program</i>	<b>Number of Respondents in FY 2009</b>	<b>Time per response (in hours)</b>	<b>Total Burden Hours</b>	<b>Minus burden hours for application forms</b>	<b>Burden hours for non-form application pieces</b>	<b>Cost</b>
American Heritage Preservation	202	40	8080	672.66	7,407.34	\$194,813.04
Connecting to Collections Statewide Implementation	25	40	1000	91.5	908.50	\$23,893.55
Conservation Project Support (CP)	165	40	6,600	549.45	6,050.55	\$159,129.47
21st Century Museum Professional	59	40	2,360	215.94	2,144.06	\$56,388.78
Museums for America (MFA)	433	40	17,320	1,874.89	15,445.11	\$406,206.39
National Leadership Grant	162	40	6,480	754.92	5,725.08	\$150,569.60
						<b>63 for libraries + 99 for museums</b>
Native American Library Services Grants: Basic	208	2	416	104.00	312.00	\$8,205.60
Native American Library Services Grants: Enhancement	43	40	1,720	186.19	1,533.81	\$40,339.20
Native American/Native Hawaiian Museum Services	35	9	315	116.55	198.45	\$5,219.24
Museum Grants for African American History and Culture	34	9	306	113.22	192.78	\$5,070.11
Laura Bush 21st Century Librarian	116	40	4,640	424.56	4,215.44	\$110,866.07
Native Hawaiian Library Services	2	40	80	8.66	71.34	\$1,876.24
National Medal for Museum/Library Services	116	9	1,044	19.72	1,024.28	\$26,938.56
						<b>40 for libraries + 76 for museums</b>
Grants to State Libraries Program - five year plan	56	90	5,040	61.00	4,979.00	\$130,947.70

**Estimated burden hours and costs for grant applications by grant program**

Congressional setasides	60	5	300	199.80	100.20	\$2,635.26
<b>TOTALS</b>	<b>1716</b>	<b>484</b>	<b>55,701</b>	<b>5,393.06</b>	<b>50,307.94</b>	<b>\$1,323,098.82</b>

### Burden Calculation for Generic Forms

Application forms	Number of Responses (FY2009)	Time per response (hours)	Total Burden Hours	Cost (26.30 per hour) <sup>1</sup>	Programs that use the form
Program Information Sheet	1,378	0.25	344.50	\$9,060.35	All except National Medal and State Programs
Budget form - detailed + summary	1,150	3.00	3450.00	\$90,735.00	All except NAG Basic and National Medal
Partnership Statement	416	0.17	70.72	\$1,859.94	NLG, L21, 21MP, MFA, NANH, AAHC
Specifications for Projects that Develop Digital Products	189	1.00	189.00	\$4,970.70	NLG, MfA, NAG Enhancement, NANH, 21MP, AAHC
Native American Library Services: Basic Grant (Budget Form)	208	0.50	104.00	\$2,735.20	NAG Basic
National Medal for Museum/Library Services cover sheet	116	0.08	9.28	\$244.06	NM for Museum/Library
Library Reviewer application	97	0.50	48.50	\$1,275.55	Discretionary grants
Museum Reviewer application	242	1.00	242.00	\$6,364.60	Discretionary grants
<b>Totals for application forms</b>	<b>3,796</b>	<b>6.50</b>	<b>4458.00</b>	<b>\$117,245.40</b>	

**40 for Libraries  
76 for Museums**

Note: <sup>1</sup> Based on mean hour wage for librarians, BLS Occupational Employment and Wages, May 2008

### Burden Calculation for Program Specific Forms

Application forms by program	Number of Responses (FY2009)	Time per response (hours)	Total Burden Hours	Cost (26.30 per hour) <sup>1</sup>
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American Heritage Preservation	202	3.33	672.66	\$17,690.96	
Connecting to Collections Statewide Implementation	25	3.66	91.5	\$2,406.45	
Conservation Project Support (CP)	165	3.33	549.45	\$14,450.54	
21st Century Museum Professional	59	3.66	215.94	\$5,679.22	
Museums for America (MFA)	433	4.33	1874.89	\$49,309.61	
National Leadership Grant	162	4.66	754.92	\$19,854.40	<b>Museum - 63; M&amp;L 19; Libraries - 80</b>
Native American Library Services Grants : Basic	208	0.5	104	\$2,735.20	
Native American Library Services Grants : Enhancement	43	4.33	186.19	\$4,896.80	
Native American/Native Hawaiian Museum Services	35	3.33	116.55	\$3,065.27	
Museum Grants for African American History and Culture	34	3.33	113.22	\$2,977.69	
Laura Bush 21st Century Librarian	116	3.66	424.56	\$11,165.93	
Native Hawaiian Library Services	2	4.33	8.66	\$227.76	
National Medal for Museum/Library Services	116	0.17	19.72	\$518.64	<b>Museum #s - 76; Libraries #s - 40</b>
Congressional setasides - Libraries	26	3.33	86.58	\$2,277.05	
Congressional setasides - Museums	34	3.33	113.22	\$2,977.69	
<b>TOTALS</b>	<b>1660</b>		<b>5332.06</b>	<b>\$140,233.18</b>	

## Estimated burden hours and costs for post-award reporting by grant program

### Post-award burden cost calculation by discretionary grant program

Discretionary Grant program	Number of Responses (FY2009)	Time per response (hours)	Total Burden Hours	Cost (26.30 per hour) <sup>1</sup>	Basis for calculation (number of reports)
American Heritage Preservation - 1 yr.	53	29	1,537.00	\$40,423.10	1 interim, 1 final, 2 cover
Connecting to Collections Statewide Implementation - 2 yr.	23	29	667.00	\$17,542.10	3 interims, 1 final, 4 cover
Conservation Project Support (CP) - 2yr.	35	29	1,015.00	\$26,694.50	3 interims, 1 final, 4 cover
21st Century Museum Professional - 3 yr.	7	29	203.00	\$5,338.90	5 interims, 1 final, 6 cover
Museums for America (MFA) - 3 yr. (most are 2 yr.)	167	29	4,843.00	\$127,370.90	5 interims, 1 final, 6 cover
National Leadership Grant - 3 yr.	51	29	1,479.00	\$38,897.70	5 interims, 1 final, 6 cover
Native American Library Services Grants: Basic - 1 yr.	208	2	416.00	\$10,940.80	1 final, 1 cover
Native American Library Services Grants: Enhancement - 2 yr.	17	20	340.00	\$8,942.00	1 final, 3 interims, 4 covers
Native American/Native Hawaiian Museum Services - 2 yr.	22	20	440.00	\$11,572.00	1 final, 3 interims, 4 covers
Museum Grants for African American History and Culture - 2 yr.	11	20	220.00	\$5,786.00	1 final, 3 interims, 4 covers
Laura Bush 21st Century Librarian - 3 yr.	38	29	1,102.00	\$28,982.60	5 interims, 1 final, 6 cover
Native Hawaiian Library Services - 1 yr.	1	11.33	11.33	\$297.98	1 final, 1 cover
Congressional setasides	60	29	1,740.00	\$45,762.00	3 interims, 1 final
<b>Totals</b>	<b>693</b>	<b>305.33</b>	<b>12,273.33</b>	<b>\$322,789</b>	<b>48 covers, 39 interims, 13 finals (1 NAG)</b>

Museum - 21; M&L - 4; Libraries - 26

Note: <sup>1</sup> Based on mean hour wage for librarians, BLS Occupational Employment and Wages, May 2008

## Estimated burden hours and costs for post-award reporting by grant program

<i>Post-award forms: Grants to States</i>	Number of Responses (FY2009)	Time per response (hours)	Total Burden Hours	Cost (26.30 per hour)
State Grants Final Year Report (SPR)	53	40	2,120.00	\$55,756.00
State Grants Financial Report	56	21	1,176.00	\$30,928.80
<b>Totals</b>	<b>109</b>	<b>61</b>	<b>3,296.00</b>	<b>\$86,684.80</b>

<b>Grant total: Discretionary grants and Grants to States</b>	<b>802</b>	<b>366.33</b>	<b>15,569.33</b>	<b>\$409,473</b>
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<i>Post-award forms: individual report forms for discretionary grant programs</i>	Number of Responses	Time per response (Hours)	Total Burden Hours	Cost (26.30 per hour) <sup>1</sup>
Performance Report Cover Page	2325	0.17	395.25	<b>10,395.08</b>
Project Interim Performance Report	1872	3	5,616.00	<b>147,700.80</b>
Project Final Performance Report	485	12.0537	5,846.04	<b>153,750.97</b>
NAG (Basic) Final Financial & Performance	208	2	416.00	<b>10,940.80</b>
<b>TOTAL</b>				<b>322,788</b>

**48 covers**  
**39 interims**  
**12 final** | 1 year grant: 8 hours; 2 year  
**1 final**

reestimated 8/4/2010

## Estimated burden hours and costs for post-award reporting by grant program

Cover	Interim	Final	NAG Final
106	53	53	
92	69	23	
140	105	35	
42	35	7	
1002	835	167	
306	255	51	
208			208
68	51	17	
88	66	22	
44	33	11	
228	190	38	
1	0	1	
0	180	60	
<b>2325</b>	<b>1872</b>	<b>485</b>	<b>208</b>



## Estimated burden hours and costs for post-award reporting by grant program

grant: 10 hours; 3 year grant: 13 hours

<b>Application forms</b>	<b>Number of Responses (FY2009)</b>	<b>Number of Respondents for Small Entity (FY2009)</b>	<b>Percentage of Respondents Reporting Electronically (FY2009)</b>
Program Information Sheet	1378 (same as FY2006)	300	99%
Budget form - detailed + summary	1150 (same as FY2006)	250	99%
Partnership Statement	416 (same as FY2006)	100	99%
Specifications for Projects that Develop Digital Products	189 (FY2006 was 755)	100	99%