

Table A-1
ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: Existing State Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$76.38 per hour	Tech. \$52.37 per hour	Cler. \$21.02 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Information Update²									
Gather information	0.00	0.50	0.00	0.50	\$26.18	\$0	21	10.50	\$549.86
Provide information via LMOP website or email	0.00	0.25	0.00	0.25	\$13.09	\$0	11	2.75	\$144.01
Provide information via telephone interview	0.00	0.25	0.00	0.25	\$13.09	\$0	10	2.50	\$130.92
TOTAL								15.75	\$824.80

1 Labor rates for EPA personnel were used for all public-sector personnel, including employees of State agencies. Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/g_s_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 The only burden for existing State Partners is to submit voluntary periodic information updates. It is assumed that half of all existing State Partners will submit an information update each year. It is assumed that half of those that update their information will provide information through the LMOP website or by email and the other half will provide information through a telephone interview. During the 3-year ICR period the expected average number of existing State Partners is 41. It is assumed 21 existing State Partners will provide an information update each year: 11 through the website or by email, and 10 by telephone.

Table A-2
ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: New State Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$76.38 per hour	Tech. \$52.37 per hour	Cler. \$21.02 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²									
Review MOU	0.25	0.25	0.00	0.50	\$32.19	\$0	1	0.50	\$32.19
Complete MOU	0.25	0.25	0.00	0.50	\$32.19	\$0	1	0.50	\$32.19
Submit MOU to EPA and file copy	0.00	0.00	0.50	0.50	\$10.51	\$3	1	0.50	\$13.51
SUBTOTAL								1.50	\$77.89
Information Update³									
Gather information	0.00	0.50	0.00	0.50	\$26.18	\$0	1	0.50	\$26.18
Provide information via LMOP website or email	0.00	0.25	0.00	0.25	\$13.09	\$0	1	0.25	\$13.09
Provide information via telephone interview	0.00	0.25	0.00	0.25	\$13.09	\$0	0	0.00	\$0.00
SUBTOTAL								0.75	\$39.28
TOTAL								2.25	\$117.16

1 Labor rates for EPA personnel were used for all public-sector personnel, including employees of State agencies. Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/gs_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. As of September 2011, 28 out of the 52 states/territories have joined LMOP. For the upcoming 3-year ICR period it is expected that 1 new State Partner will join LMOP per year.

3 New State Partners may also submit voluntary periodic information updates. It is assumed that half of all new State Partners will submit an information update. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period an average of 1 new State Partner is expected. It is assumed 1 new State Partner will provide an information update through the website or email.

Table A-3
ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: Existing Endorsers

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$97.99 per hour	Tech. \$79.15 per hour	Cler. \$47.16 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Information Update²									
Gather information	0.00	0.50	0.00	0.50	\$39.58	\$0	20	10.00	\$791.55
Provide information via LMOP website or email	0.00	0.25	0.00	0.25	\$19.79	\$0	10	2.50	\$197.89
Provide information via telephone interview	0.00	0.25	0.00	0.25	\$19.79	\$0	10	2.50	\$197.89
TOTAL								15.00	\$1,187.32

1 Labor rates for Endorsers were estimated using the average May 2010 labor rates for NAICS industry grouping 813900, Business, Professional, Labor, Political, and Similar Organizations from the Bureau of Labor and Statistics Occupational Employment Statistics. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 The only burden for existing Endorsers is to submit voluntary periodic information updates. It is assumed that half of all existing Endorsers will submit an information update each year. It is assumed that half of those that update their information will provide information through the LMOP website or by email and the other half will provide information through a telephone interview. During the 3-year ICR period the expected average number of existing Endorsers is 39. It is assumed 20 existing Endorsers will provide an information update each year: 10 through the website or by email, and 10 by telephone.

Table A-4

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: New Endorsers

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$97.99 per hour	Tech. \$79.15 per hour	Cler. \$47.16 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²									
Review MOU	0.25	0.25	0.00	0.50	\$44.29	\$0	3	1.50	\$132.86
Complete MOU	0.25	0.25	0.00	0.50	\$44.29	\$0	3	1.50	\$132.86
Submit MOU to EPA and file copy	0.00	0.00	0.50	0.50	\$23.58	\$3	3	1.50	\$79.75
SUBTOTAL								4.50	\$345.46
Information Update³									
Gather information	0.00	0.50	0.00	0.50	\$39.58	\$0	2	1.00	\$79.15
Provide information via LMOP website or email	0.00	0.25	0.00	0.25	\$19.79	\$0	1	0.25	\$19.79
Provide information via telephone interview	0.00	0.25	0.00	0.25	\$19.79	\$0	1	0.25	\$19.79
SUBTOTAL								1.50	\$118.73
TOTAL								6.00	\$464.19

1 Labor rates for Endorsers were estimated using the average May 2010 labor rates for NAICS industry grouping 813900, Business, Professional, Labor, Political, and Similar Organizations from the Bureau of Labor and Statistics Occupational Employment Statistics. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 All Endorsers must submit Agreements when they join LMOP. For the upcoming 3-year ICR period it is expected that 3 new Endorsers will join LMOP per year.

3 New Endorsers may also submit voluntary periodic information updates. It is assumed that half of all new Endorsers will submit an information update. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period an average of 3 new Endorsers is expected. It is assumed 2 new Endorsers will provide an information update each year: 1 through the website or by email, and 1 by telephone.

Table A-5

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: Existing Industry Non-Developer Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹							Total Hours and Costs		
	Legal \$126.66 per hour	Mgr. \$119.13 per hour	Tech. \$87.59 per hour	Cler. \$49.80 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Information Update²										
Gather information	0.00	0.00	1.50	0.00	1.50	\$131.38	\$0	372	558.00	\$48,873.05
Provide information via LMOP website or email	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	186	186.00	\$16,291.02
Provide information via telephone interview	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	186	186.00	\$16,291.02
TOTAL									930.00	\$81,455.08

1 Labor rates for Industry Non-Developer Partners were estimated using the average May 2010 labor rates for NAICS industry grouping 541000, Professional, Scientific, and Technical Services. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 The only burden for existing Industry-Non Developer Partners is to submit voluntary periodic information updates. It is assumed that half of all existing Industry Non-Developer Partners will submit an information update each year. It is assumed that half of those that update their information will provide information through the LMOP website or by email and the other half will provide information through a telephone interview. During the 3-year ICR period the expected average number of existing Industry Non-Developer Partners is 744. It is assumed 372 existing Industry Non-Developer Partners will provide an information update each year: 186 through the website or by email, and 186 by telephone.

Table A-6

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: New Industry Non-Developer Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹							Total Hours and Costs		
	Legal \$126.66 per hour	Mgr. \$119.13 per hour	Tech. \$87.59 per hour	Cler. \$49.80 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²										
Review MOU	0.50	0.25	0.25	0.00	1.00	\$115.01	\$0	82	82.00	\$9,430.73
Complete MOU	0.00	0.25	0.25	0.00	0.50	\$51.68	\$0	82	41.00	\$4,237.64
Submit MOU to EPA and file copy	0.00	0.00	0.00	0.50	0.50	\$24.90	\$3	82	41.00	\$2,287.61
SUBTOTAL									164.00	\$15,955.99
Information Update³										
Gather information	0.00	0.00	1.50	0.00	1.50	\$131.38	\$0	41	61.50	\$5,386.55
Provide information via LMOP website or email	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	21	21.00	\$1,839.31
Provide information via telephone interview	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	20	20.00	\$1,751.72
SUBTOTAL									102.50	\$8,977.58
TOTAL									266.50	\$24,933.57

1 Labor rates for Industry Non-Developer Partners were estimated using the average May 2010 labor rates for NAICS industry grouping 541000, Professional, Scientific, and Technical Services. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. For the upcoming 3-year ICR period it is expected that 82 new Industry Non-Developer Partners will join LMOP per year.

3 New Industry Non-Developer Partners may also submit voluntary periodic information updates. It is assumed that half of all new Industry Non-Developer Partners will submit an information update. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period an average of 82 new Industry Non-Developer Partners is expected. It is assumed 41 new Industry Non-Developer Partners will provide an information update each year: 21 through the website or by email, and 20 by telephone.

Table A-7

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: Existing Community Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$76.38 per hour	Tech. \$52.37 per hour	Cler. \$21.02 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
LFG Energy and Landfill Data Spreadsheet²									
Review spreadsheet and instructions	0.00	0.50	0.00	0.50	\$26.18	\$0	136	68.00	\$3,561.02
Gather information	0.00	1.00	0.00	1.00	\$52.37	\$0	136	136.00	\$7,122.05
Complete the spreadsheet	0.50	1.00	0.50	2.00	\$101.07	\$0	136	272.00	\$13,745.79
Submit spreadsheet to EPA and file copy	0.00	0.00	0.50	0.50	\$10.51	\$0	136	68.00	\$1,429.63
SUBTOTAL								544.00	\$25,858.50
Information Update³									
Gather information	0.00	1.50	0.00	1.50	\$78.55	\$0	68	102.00	\$5,341.54
Provide information via LMOP website or email	0.00	1.00	0.00	1.00	\$52.37	\$0	34	34.00	\$1,780.51
Provide information via telephone interview	0.00	1.00	0.00	1.00	\$52.37	\$0	34	34.00	\$1,780.51
SUBTOTAL								170.00	\$8,902.56
TOTAL								714.00	\$34,761.06

1 Labor rates for EPA personnel were used for all public-sector personnel, including employees of local governments. Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/g_s_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 All existing Community Partners must submit a completed LFG energy project spreadsheet to review and correct existing project data and provide information on new projects. During the 3-year ICR period there are an estimated 136 existing Community Partners that will complete a pre-populated LFG energy spreadsheet each year.

3 Existing Community Partners may submit voluntary periodic information updates. It is assumed that half of all existing Community Partners will submit an information update each year. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period the expected average number of existing Community Partners is 136. It is assumed 68 will provide an information update each year: 34 through the website or email, and 34 by telephone.

Table A-8

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: New Community Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$76.38 per hour	Tech. \$52.37 per hour	Cler. \$21.02 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²									
Review MOU	0.25	0.25	0.00	0.50	\$32.19	\$0	7	3.50	\$225.32
Complete MOU	0.25	0.25	0.00	0.50	\$32.19	\$0	7	3.50	\$225.32
Submit MOU to EPA and file copy	0.00	0.00	0.50	0.50	\$10.51	\$3	7	3.50	\$94.58
SUBTOTAL								10.50	\$545.22
LFG Energy and Landfill Data Spreadsheet³									
Review spreadsheet and instructions	0.00	0.50	0.00	0.50	\$26.18	\$0	7	3.50	\$183.29
Gather information	0.00	1.50	0.00	1.50	\$78.55	\$0	7	10.50	\$549.86
Complete the spreadsheet	0.50	1.50	0.50	2.50	\$127.26	\$0	7	17.50	\$890.79
Submit spreadsheet to EPA and file copy	0.00	0.00	0.50	0.50	\$10.51	\$0	7	3.50	\$73.58
SUBTOTAL								35.00	\$1,697.53
Information Update⁴									
Gather information	0.00	1.50	0.00	1.50	\$78.55	\$0	4	6.00	\$314.21
Provide information via LMOP website or email	0.00	1.00	0.00	1.00	\$52.37	\$0	2	2.00	\$104.74
Provide information via telephone interview	0.00	1.00	0.00	1.00	\$52.37	\$0	2	2.00	\$104.74
SUBTOTAL								10.00	\$523.68
TOTAL								55.50	\$2,766.42

1 Labor rates for EPA personnel were used for all public-sector personnel, including employees of local governments. Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/gs_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. For the upcoming 3-year ICR period it is expected that 7 new Community Partners will join LMOP per year.

3 All new Community Partners must submit a completed LFG energy project spreadsheet to review and correct existing project data and provide information on new projects. During the 3-year ICR period there are an estimated 7 new Community Partners that will complete a pre-populated LFG energy spreadsheet each year.

4 New Community Partners may also submit voluntary periodic information updates. It is assumed that half of all new Community Partners will submit an information update. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period an average of 7 new Community Partners is expected. It is assumed 4 new Community Partners will provide an information update each year: 2 through the website or by email, and 2 by telephone.

Table A-9

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: Existing Energy and Industry-Project Developer Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹							Total Hours and Costs		
	Legal \$126.66 per hour	Mgr. \$119.13 per hour	Tech. \$87.59 per hour	Cler. \$49.80 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
LFG Energy and Landfill Data Spreadsheet²										
Review spreadsheet and instructions	0.00	0.00	0.50	0.00	0.50	\$43.79	\$0	260	130.00	\$11,386.19
Gather information	0.00	0.00	3.00	0.00	3.00	\$262.76	\$0	260	780.00	\$68,317.16
Complete the spreadsheet	0.00	0.50	1.50	0.50	2.50	\$215.84	\$0	260	650.00	\$56,118.66
Submit spreadsheet to EPA and file copy	0.00	0.00	0.00	0.50	0.50	\$24.90	\$0	260	130.00	\$6,473.41
SUBTOTAL									1,690.00	\$142,295.43
Information Update³										
Gather information	0.00	0.00	1.50	0.00	1.50	\$131.38	\$0	130	195.00	\$17,079.29
Provide information via LMOP website or email	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	65	65.00	\$5,693.10
Provide information via telephone interview	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	65	65.00	\$5,693.10
SUBTOTAL									325.00	\$28,465.48
TOTAL									2,015.00	\$170,760.92

1 Labor rates for Energy and Industry-Project Developer Partners were estimated using the average May 2010 labor rates for NAICS industry grouping 541000, Professional, Scientific, and Technical Services. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 All existing Energy and Industry-Project Developer Partners must submit a completed LFG energy project spreadsheet to review and correct existing project data and provide information on new projects. During the 3-year ICR period there are an estimated 260 existing Energy and Industry-Project Developer Partners that will complete a pre-populated LFG energy spreadsheet each year.

3 Existing Energy and Industry-Project Developer Partners may submit voluntary periodic information updates. It is assumed that half of all existing Energy and Industry-Project Developer Partners will submit an information update each year. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period the expected average number of existing Energy and Industry-Project Developer Partners is 260. It is assumed 130 will provide an information update each year: 65 through the website or email, and 65 by telephone.

Table A-10

ESTIMATED AVERAGE RESPONDENT BURDEN AND COST: New Energy and Industry-Project Developer Partners

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹							Total Hours and Costs		
	Legal \$126.66 per hour	Mgr. \$119.13 per hour	Tech. \$87.59 per hour	Cler. \$49.80 per hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²										
Review MOU	0.50	0.25	0.25	0.00	1.00	\$115.01	\$0	20	20.00	\$2,300.18
Complete MOU	0.00	0.25	0.25	0.00	0.50	\$51.68	\$0	20	10.00	\$1,033.57
Submit MOU to EPA and file copy	0.00	0.00	0.00	0.50	0.50	\$24.90	\$3	20	10.00	\$557.95
SUBTOTAL									40.00	\$3,891.70
LFG Energy and Landfill Data Spreadsheet³										
Review spreadsheet and instructions	0.00	0.00	0.50	0.00	0.50	\$43.79	\$0	20	10.00	\$875.86
Gather information	0.00	0.00	3.00	0.00	3.00	\$262.76	\$0	20	60.00	\$5,255.17
Complete the spreadsheet	0.00	0.50	1.50	0.50	2.50	\$215.84	\$0	20	50.00	\$4,316.82
Submit spreadsheet to EPA and file copy	0.00	0.00	0.00	0.50	0.50	\$24.90	\$0	20	10.00	\$497.95
SUBTOTAL									130.00	\$10,945.80
Information Update⁴										
Gather information	0.00	0.00	1.50	0.00	1.50	\$131.38	\$0	10	15.00	\$1,313.79
Provide information via LMOP website or email	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	5	5.00	\$437.93
Provide information via telephone interview	0.00	0.00	1.00	0.00	1.00	\$87.59	\$0	5	5.00	\$437.93
SUBTOTAL									25.00	\$2,189.65
TOTAL									195.00	\$17,027.16

1 Labor rates for Energy and Industry-Project Developer Partners were estimated using the average May 2010 labor rates for NAICS industry grouping 541000, Professional, Scientific, and Technical Services. Occupational groupings assumed for clerical labor were executive secretaries and administrative assistants, for technical labor were environmental engineers, and for managerial labor were managers, all other. A June 2011 labor rate was estimated using a 1.9% growth factor from the employment cost index to account for increases in wages from June 2010 to June 2011. The growth factor came from Table 2. Employment Cost Index for wages and salaries, by ownership, occupational group, and industry located at: <http://www.bls.gov/news.release/eci.t02.htm>. All labor rates incorporate a factor of 110% to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. For the upcoming 3-year ICR period it is expected that 20 new Energy and Industry-Project Developer Partners will join LMOP per year.

3 All new Energy and Industry-Project Developer Partners must submit a completed LFG energy project spreadsheet to review and correct existing project data and provide information on new projects. During the 3-year ICR period there are an estimated 20 new Energy and Industry-Project Developer Partners that will complete a pre-populated LFG energy spreadsheet each year.

4 New Energy and Industry-Project Developer Partners may also submit voluntary periodic information updates. It is assumed that half of all new Energy and Industry-Project Developer Partners will submit an information update. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. During the 3-year ICR period an average of 20 new Energy and Industry-Project Developer Partners is expected. It is assumed 10 new Energy and Industry-Project Developer Partners will provide an information update each year: 5 through the website or by email, and 5 by telephone.

Table B-1
ESTIMATED AGENCY BURDEN AND COST FOR 2012

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and Costs		
	Mgr. \$76.38 Hour	Tech. \$52.37 Hour	Cler. \$21.02 Hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year	Total Cost/ Year
Memoranda of Understanding²									
Review and sign MOU	0.25	0.50	0.00	0.75	\$45.28	\$0	113	84.75	\$5,116.64
File MOU and return signed copy to the Partner	0.00	0.00	0.50	0.50	\$10.51	\$0	113	56.50	\$1,187.86
Enter MOU information into a database	0.00	0.50	0.00	0.50	\$26.18	\$0	113	56.50	\$2,958.79
SUBTOTAL								197.75	\$9,263.29
LFG Energy and Landfill Data Spreadsheet³									
Prepare and send spreadsheets to new Partners	0.00	0.25	0.00	0.25	\$13.09	\$0	27	6.75	\$353.48
Prepare and send spreadsheets to existing Partners	0.00	0.50	0.00	0.50	\$26.18	\$0	369	184.50	\$9,661.90
Review spreadsheets and follow up, if necessary	0.00	1.00	0.00	1.00	\$52.37	\$0	396	396.00	\$20,737.73
Enter information into database and file electronic copy of the spreadsheet	0.00	1.00	0.00	1.00	\$52.37	\$0	396	396.00	\$20,737.73
SUBTOTAL								983.25	\$51,490.84
Receive Information Update⁴									
Review information received via LMOP website, email, or telephone	0.00	0.25	0.00	0.25	\$13.09	\$0	305	76.25	\$3,993.06
Revise data in the database	0.00	0.50	0.00	0.50	\$26.18	\$0	305	152.50	\$7,986.12
SUBTOTAL								228.75	\$11,979.18
Initiate Information Update⁴									
Call or email Partner and request updated information	0.00	0.50	0.00	0.50	\$26.18	\$0	305	152.50	\$7,986.12
Revise data in database	0.00	0.50	0.00	0.50	\$26.18	\$0	305	152.50	\$7,986.12
SUBTOTAL								305.00	\$15,972.24
TOTAL								1,714.75	\$88,705.54

1 Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/g_s_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. In 2012, it is expected that 113 new Partners will join LMOP.

3 In 2012, EPA will compile landfill and/or project data into a single spreadsheet for each existing Community, Energy, and Industry-Project Developer Partner to review and revise if necessary, and also provide information on new projects. LMOP will email these spreadsheets to all existing Community, Energy, and Industry-Project Developer Partners. EPA will prepare and send spreadsheets for new Community, Energy, and Industry-Project Developer Partners via a welcome email when they join the program. In 2012, it is estimated that EPA will need to prepare and review annual spreadsheets from 27 new and 369 existing Community, Energy, and Industry-Project Developer Partners.

4 In 2012, it is assumed that half of all existing and new Partners will submit voluntary periodic information updates. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. In 2012 it is anticipated that there will be 1,107 existing and 113 new Partners. It is assumed 610 will provide an information update: 305 through the website or email, and 305 by telephone interview.

Table B-2
ESTIMATED AGENCY BURDEN AND COST FOR 2013

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and	
	Mgr. \$76.38 Hour	Tech. \$52.37 Hour	Cler. \$21.02 Hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year
Memoranda of Understanding²								
Review and sign MOU	0.25	0.50	0.00	0.75	\$45.28	\$0	113	84.75
File MOU and return signed copy to the Partner	0.00	0.00	0.50	0.50	\$10.51	\$0	113	56.50
Enter MOU information into a database	0.00	0.50	0.00	0.50	\$26.18	\$0	113	56.50
SUBTOTAL								197.75
LFG Energy and Landfill Data Spreadsheet³								
Prepare and send spreadsheets to new Partners	0.00	0.25	0.00	0.25	\$13.09	\$0	27	6.75
Prepare and send spreadsheets to existing Partners	0.00	0.50	0.00	0.50	\$26.18	\$0	396	198.00
Review spreadsheets and follow up, if necessary	0.00	1.00	0.00	1.00	\$52.37	\$0	423	423.00
Enter information into database and file electronic copy of the spreadsheet	0.00	1.00	0.00	1.00	\$52.37	\$0	423	423.00
SUBTOTAL								1,050.75
Receive Information Update⁴								
Review information received via LMOP website, email, or telephone	0.00	0.25	0.00	0.25	\$13.09	\$0	334	83.50
Revise data in the database	0.00	0.50	0.00	0.50	\$26.18	\$0	334	167.00
SUBTOTAL								250.50
Initiate Information Update⁴								
Call or email Partner and request updated information	0.00	0.50	0.00	0.50	\$26.18	\$0	333	166.50
Revise data in database	0.00	0.50	0.00	0.50	\$26.18	\$0	333	166.50
SUBTOTAL								333.00
TOTAL								1,832.00

1 Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/gs_h.pdf. For the managerial labor rate, level GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a multiplier of 1.6 to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. In 2013, it is expected that 113 new Partners will join LMOP.

3 In 2013, EPA will compile landfill and/or project data into a single spreadsheet for each existing Community, Energy, and Industry-Project Developer Partner to review as necessary, and also provide information on new projects. LMOP will email these spreadsheets to all existing Community, Energy, and Industry-Project Developer Partners. LMOP will prepare and send spreadsheets for new Community, Energy, and Industry-Project Developer Partners via a welcome email when they join the program. In 2013, it is estimated that EPA will need to prepare and review annual spreadsheets from 27 new and 396 existing Community, Energy, and Industry-Project Developer Partners.

4 In 2013, it is assumed that half of all existing and new Partners will submit voluntary periodic information updates. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. In 2013 it is anticipated that there will be 667 existing and 113 new Partners. It is assumed 667 will provide an information update: 334 through the website or email, and 333 by telephone interview.

Costs
Total Cost/ Year
\$5,116.64
\$1,187.86
\$2,958.79
\$9,263.29
\$353.48
\$10,368.86
\$22,151.66
\$22,151.66
\$55,025.68
\$4,372.73
\$8,745.46
\$13,118.18
\$8,719.27
\$8,719.27
\$17,438.54
\$94,845.69

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Table B-3
ESTIMATED AGENCY BURDEN AND COST FOR 2014

INFORMATION COLLECTION ACTIVITY	Hours and Costs Per Respondent/Activity ¹						Total Hours and	
	Mgr. \$76.38 Hour	Tech. \$52.37 Hour	Cler. \$21.02 Hour	Respon. Hours/ Activity	Labor Cost/ Activity	O & M Cost	Number of Respondents	Total Hours/ Year
Memoranda of Understanding²								
Review and sign MOU	0.25	0.50	0.00	0.75	\$45.28	\$0	113	84.75
File MOU and return signed copy to the Partner	0.00	0.00	0.50	0.50	\$10.51	\$0	113	56.50
Enter MOU information into a database	0.00	0.50	0.00	0.50	\$26.18	\$0	113	56.50
SUBTOTAL								197.75
LFG Energy and Landfill Data Spreadsheet³								
Prepare and send spreadsheets to new Partners	0.00	0.25	0.00	0.25	\$13.09	\$0	27	6.75
Prepare and send spreadsheets to existing Partners	0.00	0.50	0.00	0.50	\$26.18	\$0	423	211.50
Review spreadsheets and follow up, if necessary	0.00	1.00	0.00	1.00	\$52.37	\$0	450	450.00
Enter information into database and file electronic copy of the spreadsheet	0.00	1.00	0.00	1.00	\$52.37	\$0	450	450.00
SUBTOTAL								1,118.25
Receive Information Update⁴								
Review information received via LMOP website, email, or telephone	0.00	0.25	0.00	0.25	\$13.09	\$0	362	90.50
Revise data in the database	0.00	0.50	0.00	0.50	\$26.18	\$0	362	181.00
SUBTOTAL								271.50
Initiate Information Update⁴								
Call or email Partner and request updated information	0.00	0.50	0.00	0.50	\$26.18	\$0	361	180.50
Revise data in database	0.00	0.50	0.00	0.50	\$26.18	\$0	361	180.50
SUBTOTAL								361.00
TOTAL								1,948.50

1 Source for EPA labor rates: Department of Personnel Management, "Salary Table 2011 - GS," http://www.opm.gov/oca/11tables/pdf/g_s_h.pdf. For the managerial labor rate, GS-15, step 1 was used; for the technical labor rate, level GS-12, step 5 was used; for the clerical labor rate, level GS-5, step 1 was used. All agency labor rates include a 10% multiplier to account for overhead and fringe benefit costs.

2 All Partners must submit MOU when they join LMOP. In 2014, it is expected that 113 new Partners will join LMOP.

3 In 2014, EPA will compile landfill and/or project data into a single spreadsheet for each existing Community, Energy, and Industry-Project Developer Partner to review if necessary, and also provide information on new projects. LMOP will email these spreadsheets to all existing Community, Energy, and Industry-Project Developer Partners. LMOP will prepare and send spreadsheets for new Community, Energy, and Industry-Project Developer Partners via a welcome email when they join the program. In 2014, it is estimated that LMOP will need to prepare and review annual spreadsheets from 27 new and 396 existing Community, Energy, and Industry-Project Developer Partners.

4 In 2014, it is assumed that half of all existing and new Partners will submit voluntary periodic information updates. It is assumed that half of those that update their information will provide information through the LMOP website or email and the other half will provide information through a telephone interview. In 2014 it is anticipated that there will be 710 existing and 113 new Partners. It is assumed 723 will provide an information update: 362 through the website or email, and 361 by telephone interview.

d Costs
Total Cost/ Year
\$5,116.64
\$1,187.86
\$2,958.79
\$9,263.29
\$353.48
\$11,075.83
\$23,565.60
\$23,565.60
\$58,560.52
\$4,739.30
\$9,478.61
\$14,217.91
\$9,452.42
\$9,452.42
\$18,904.85
\$100,946.56

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NUMBER OF RESPONDENTS

Partner	2012		2013		2014	
	Existing	New ¹	Existing	New ¹	Existing	New ¹
Community	129	7	136	7	143	7
Endorser	36	3	39	3	42	3
Energy	120	8	128	8	136	8
Industry						
Non-Developer	662	82	744	82	826	82
Project Developer	120	12	132	12	144	12
State	40	1	41	1	42	1
TOTAL	1,107	113	1,220	113	1,333	113

1 Staff with experience in managing the LMOP Partner database provided insight on future program growth by Pa of new Partners each year for each Partner type is expected to equal the average of the number of Partners for e program during the 5-year period from 2007 through 2011.

SUMMARY OF RESPONDENT BURDEN

		Existing	New
	Partner	Average Annual Burden	
Hours	Community	714	56
	Endorser	15	6
	Industry Non-Developer	930	267
	Energy and Industry-Project Developer	2,015	195
	State	16	2
	Total Hours	3,690	525
	Average Burden per Partner	3.0	4.6
Cost	Partner		
	Community	\$34,761	\$2,766
	Endorser	\$1,187	\$464
	Industry Non-Developer	\$81,455	\$24,934
	Energy and Industry-Project Developer	\$170,761	\$17,027
	State	\$825	\$117
	Total Cost	\$288,989	\$45,309
	Average Cost per Partner	\$237	\$401
Total O&M Cost			

SUMMARY OF AGENCY BURDEN

	2012	2013	2014	Average	Total
Hours	1,715	1,832	1,949	1,832	5,495
Cost	\$88,706	\$94,846	\$100,947	\$94,833	\$284,498

Average	
Existing	New¹
136	7
39	3
128	8
744	82
132	12
41	1
1,220	113

artner category. The number
ach type that joined the

Total
2,309
63
3,590
6,630
54
12,645
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\$112,582
\$4,955
\$319,166
\$563,364
\$2,826
\$1,002,893
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\$1,260