

**7 CFR 1944-N "Housing Preservation Grant"
OMB No. 0575-0115**

Reports Filed: Annually/Semi-Annally/Quarterly
Date Prepared: July 24, 2012

Section of Regulation (A)	Title (B)	Form Number (C)	Estimated No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Hours Per Response (G)	Total Annual Hours (F) x (G) (H)	Wage Class (per hour) (I)	Cost to the Public (H) x (I) (J)
REPORTING REQUIREMENTS – NO FORMS									
1944.651(d)	Applicants must inform Agency if there is any known relationship of association with a RHS employee. - Local/State Governments (Native American Indian Tribes) - Nonprofit organization	Narrative	2	1	2	0.16	.32	\$12.00	\$3.84
			3	1	3	0.16	.48	\$12.00	\$5.76
1944.658(a)(3) 1944.666(b)(7) 1944.666(e) 1944.670(a) 1944.676(b)(1)(x) 1944.688(e) 1944.689(a)(3)	7 CFR 3015, 7 CFR 3016, and OMB Circular A-122 - Local/State Governments (Native American Indian Tribes) - Nonprofit organization	Narrative	53	1	53	8	424	\$12.00	\$5,088
			105	1	105	8	840	\$12.00	\$10,080
1944.661(a) 1944.661(b)	HPG recipient (individual Homeowners) evidence of income and ownership - Local/State Governments (Native American Indian Tribes) - Nonprofit organization	Grantee form documentation	796	2	1,592	1	1,592	\$12.00	\$19,104
			1,577	2	3,154	1	3,154	\$12.00	\$37,848
1944.662(a)	HPG recipient (rental property owner or Co-op) requirements of evidence of ownership - Local/State Governments (Native American Indian Tribes)	Grantee form documentation	53	1	53	0.5	27	\$12.00	\$324
			105	1	105	0.5	53	\$12.00	\$636

	- Nonprofit organization								
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REPORTING REQUIREMENTS – NO FORMS									
1944.662(b)	HPG recipient (tenant in rental property or co-op owner) of income eligibility	Grantee from and/or documentation	796	1	796	0.5	398	\$12.00	\$4,776
	- Local/State Governments (Native American Indian Tribes)								
	- Nonprofit organization		1,577	1	1,577	0.5	789	\$12.00	\$9,468
1944.663	Ownership agreement between HPG Grantee and Rental Property Owner or Co-op	Non-standard form by grantee	17	1	17	1	17	\$12.00	\$204
	- Local/State Governments (Native American Indian Tribes)								
	- Nonprofit organization		33	1	33	1	33	\$12.00	\$396
1944.665	Final Inspection Report	Non-standard	796	1	796	0.5	398	\$12.00	\$4,776
	- Local/State Governments (Native American Indian Tribes)								
	- Nonprofit organization		1,577	1	1,577	0.5	789	\$12.00	\$9,468

1944.667	Relocation and displacement	Narrative in statement of activities							
	- Local/State Governments (Native American Indian Tribes)		53	1	53	0.33	17	\$12.00	\$204
	- Nonprofit organization		105	1	105	0.33	35	\$12.00	\$420

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REPORTING REQUIREMENTS – NO FORMS									
1944.672(e) 1944.673 1944.676(d)(e)	Documentation of historic preservation process, determination if unit is located in floodplain/wetland, or an archeological property	Narrative and Exhibit F-2							
	- Local/State Governments (Native American Indian Tribes)		796	1	796	0.16	127	\$12.00	\$1,524
	- Nonprofit organization		1,577	1	1,577	0.16	252	\$12.00	\$3,024
1944.674(c) 1944.676(e-g)	Documentation that statement of activities submitted to State single point of contact	Narrative							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	0.16	15	\$12.00	\$180
	- Nonprofit organization		186	1	186	0.16	30	\$12.00	\$360
1944.676(b)	Statement of Activities (Pre-application Requirement)	Narrative							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	8	752	\$12.00	\$9,024
	- Nonprofit organization		186	1	186	8	1,488	\$12.00	\$17,856

1944.683(b) 1944.688(a)	Quarterly and Final Performance Reports	Exhibit E-1							
	- Local/State Governments (Native American Indian Tribes)		53	4	212	2	424	\$12.00	\$5,088
	- Nonprofit organization		105	4	420	2	840	\$12.00	\$10,080

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REPORTING REQUIREMENTS – NO FORMS									
1944.684(d)	Amendment to Grant Agreement Extension and/or Revision	Exhibit B							
	- Local/State Governments (Native American Indian Tribes)		19	1	19	0.5	10	\$12.00	\$120
	- Nonprofit organization		21	1	21	0.5	11	\$12.00	\$132
1944.654(b)	Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I – for Grantees Other Than Individuals	AD 1049							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	0.16	15	\$12.00	\$180
	- Nonprofit organization		186	1	186	0.16	30	\$12.00	\$360
REPORTING REQUIREMENTS – FORMS									
1944.682(c)	Request for Advance or Reimbursement	SF 270 (0348-0004)							
	- Local/State Governments		53	4	212	0.5	106	\$12.00	\$1,272

	(Native American Indian Tribes)								
	- Nonprofit organization		105	4	420	0.5	210	\$12.00	\$2,520

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1944.683(a-b)	Financial Status Report	SF 425 (0348-0061)							
	- Local/State Governments (Native American Indian Tribes)		53	4	212	1.5	318	\$12.00	\$3,816
	- Nonprofit organization		105	4	420	1.5	630	\$12.00	\$7,560
	REPORTING TOTAL				15,170		13,825		
BURDENS AND FORMS APPROVED UNDER OTHER OMB NUMBERS									
1944.672(a) 1944.676(c)	Request for Environmental Information	Form 1940-20 (0575-0094)							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	6	564	\$12.00	\$6,768
	- Nonprofit organization		186	1	186	6	1,116	\$12.00	\$13,392
1944.676(a)	Pre-Application for Federal Assistance	SF 424 (4040-0004)							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	0.5	47	\$12.00	\$564
	- Nonprofit organization		186	1	186	0.5	93	\$12.00	\$1,116

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1944.676(h)	Equal Opportunity Agreement	Form RD 400-1 (0575-0018)							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	.16	15	\$12.00	\$180
	- Nonprofit organization		186	1	186	.16	30	\$12.00	\$360
1944.676(h)	Assurance Agreement	Form RD 400-4 (0575-0018)							
	- Local/State Governments (Native American Indian Tribes)		94	1	94	.25	24	\$12.00	\$288
	- Nonprofit organization		186	1	186	.25	47	\$12.00	\$564
1944.681	Application for Federal Assistance	SF 424 (4040-0004)							
	- Local/State Governments (Native American Indian Tribes)		53	1	53	1.5	80	\$12.00	\$960
	- Nonprofit organization		105	1	105	1.5	158	\$12.00	\$1,896

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RECORDKEEPING REQUIREMENTS									
1944.682(a)	Grant Agreement	Exhibit A							
	- Local/State Governments (Native American Indian Tribes)		53	1	53	0.5	27	\$12.00	\$324
	- Nonprofit organization		105	1	105	0.5	53	\$12.00	\$636
	RECORDKEEPING TOTAL				158		80		960
	TOTAL DOCKET				15,328		13,905		166,858

* Figures may not up due to rounding.