

Table A1. Mean Hourly Wages, Benefits, and Total Compensation

Eligible applicants	Mean Hourly Wage	Mean Hourly Benefits	Total Compensation	Notes
State government^{1,2}				
managerial	\$52.55	\$24.84	\$77.39	- engineering manager
technical	\$33.91	\$16.03	\$49.94	- average of env engineers and env scientists; assume this person would fill out forms
clerical	\$16.84	\$7.96	\$24.80	- general state gov admin assistant/secretary
Local government (including schools)^{3,4}				
managerial	\$50.77	\$24.00	\$74.77	- engineering manager
technical	\$29.95	\$14.16	\$44.11	- average of general engineers (no env available) and env scientists; assuming filling out forms
clerical	\$17.83	\$8.43	\$26.26	- general local gov admin assistant/secretary
Non-profits^{5,6}				
managerial	\$54.56	\$20.59	\$75.15	- assume level 12 management position (no other way to categorize)
technical	\$41.57	\$15.69	\$57.26	- assume level 9 (staff) engineer (no other way to categorize)
clerical	\$17.94	\$6.77	\$24.71	- general non-profit admin assistant/secretary
Private fleets^{7,8}				
managerial	\$38.57	\$20.86	\$59.43	- transportation manager; assume this person would be filling out the forms
technical	\$17.27	\$9.34	\$26.60	- average of bus and truck driver wages; may not be relevant to rebate program
clerical	\$16.75	\$9.06	\$25.81	- general private sector admin assistant/secretary

Notes:

1) State government wages taken from the Bureau of Labor Statistics, *Occupational earnings tables: United States, December 2009 – January 2011, Table 6: Full-time State government workers: Mean and median hourly, weekly, and annual earnings and mean weekly and annual hours*

2) Benefit ratio of 67.9% wages/32.1% benefits for state government workers taken from the Bureau of Labor Statistics news release *EMPLOYER COSTS FOR EMPLOYEE COMPENSATION - SEPTEMBER 2011*

3) Local government wages taken from the Bureau of Labor Statistics, *Occupational earnings tables: United States, December 2009 – January 2011, Table 7: Full-time local government workers: Mean and median hourly, weekly, and annual earnings and mean weekly and annual hours*

4) Benefit ratio of 67.9% wages/32.1% benefits for local government workers taken from the Bureau of Labor Statistics news release *EMPLOYER COSTS FOR EMPLOYEE COMPENSATION - SEPTEMBER 2011*

5) Non-profit wages taken from the Bureau of Labor Statistics, *Occupational earnings tables: United States, December 2009 – January 2011, Table 33: Nonprofit establishments: Mean and median hourly, weekly, and annual earnings and mean weekly and annual hours of full-time workers in private industry by work level*

6) Benefit ratio of 72.6% wages/27.4% benefits for non-profit workers taken from the Bureau of Labor Statistics news release *EMPLOYER COSTS FOR EMPLOYEE COMPENSATION - SEPTEMBER 2011*. Assumes these workers are classified under "professional and technical services".

7) Private fleet wages taken from the Bureau of Labor Statistics, *Occupational earnings tables: United States, December 2009 – January 2011, Table 4: Full-time private industry workers: Mean and median hourly, weekly, and annual earnings and mean weekly and annual hours*

8) Benefit ratio of 64.9% wages/35.1% benefits for private fleet workers taken from the Bureau of Labor Statistics news release *EMPLOYER COSTS FOR EMPLOYEE COMPENSATION - SEPTEMBER 2011*. Assumes these workers are classified under "transportation and warehousing".

Table A2. State Government Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
Task 1: Rebate Application - Part I												
1a. Review instructions	1.00	0.25	0.75	0.00	\$56.80	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	3.00	0.00	3.00	0.00	\$149.82	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.50	0.10	0.40	0.00	\$27.72	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$13.94	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.60	0.10	0.25	0.25	\$26.42	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 1 Total	5.45	0.55	4.40	0.50	\$274.71							
Task 2: Rebate Application Form - Part II												
2a. Review instructions	0.50	0.00	0.50	0.00	\$24.97	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	2.00	0.00	2.00	0.00	\$99.88	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request	0.25	0.10	0.15	0.00	\$15.23	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$13.94	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 2 Total	3.10	0.20	2.65	0.25	\$154.02							

Table A3. Local Government Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
Task 1: Rebate Application - Part I												
1a. Review instructions	1.00	0.25	0.75	0.00	\$51.77	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	3.00	0.00	3.00	0.00	\$132.33	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.50	0.10	0.40	0.00	\$25.12	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$14.04	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.60	0.10	0.25	0.25	\$25.07	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 1 Total	5.45	0.55	4.40	0.50	\$248.33							
Task 2: Rebate Application Form - Part II												
2a. Review instructions	0.50	0.00	0.50	0.00	\$22.05	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	2.00	0.00	2.00	0.00	\$88.22	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request	0.25	0.10	0.15	0.00	\$14.09	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$14.04	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 2 Total	3.10	0.20	2.65	0.25	\$138.41							

Table A4. Non-Profit Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
Task 1: Rebate Application - Part I												
1a. Review instructions	1.00	0.25	0.75	0.00	\$61.73	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	3.00	0.00	3.00	0.00	\$171.78	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.50	0.10	0.40	0.00	\$30.42	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$13.69	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.60	0.10	0.25	0.25	\$28.01	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 1 Total	5.45	0.55	4.40	0.50	\$305.63							
Task 2: Rebate Application Form - Part II												
2a. Review instructions	0.50	0.00	0.50	0.00	\$28.63	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	2.00	0.00	2.00	0.00	\$114.52	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request	0.25	0.10	0.15	0.00	\$16.10	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$13.69	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 2 Total	3.10	0.20	2.65	0.25	\$172.94							

Table A5. Private Fleet Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
Task 1: Rebate Application - Part I												
1a. Review instructions	1.00	1.00	0.00	0.00	\$59.43	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	1.50	0.50	1.00	0.00	\$56.32	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.50	0.50	0.00	0.00	\$29.71	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$12.40	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.60	0.35	0.00	0.25	\$27.25	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 1 Total	3.95	2.45	1.00	0.50	\$185.11							
Task 2: Rebate Application Form - Part II												
2a. Review instructions	0.50	0.50	0.00	0.00	\$29.71	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	1.00	0.50	0.50	0.00	\$43.02	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request	0.25	0.25	0.00	0.00	\$14.86	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Sign and submit to EPA	0.35	0.10	0.00	0.25	\$12.40	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
Task 2 Total	2.10	1.35	0.50	0.25	\$99.98							

Table A6. Typical Rebate Program Respondent Burden

	Number of Responses	Hours per Response	Cost per Response	Total Hours	Total Cost
Application to Reserve Funds					
State governments	30	5.45	\$274.71	163.5	\$8,241.23
Local governments (incl school districts)	30	5.45	\$248.33	163.5	\$7,450.01
Non-profits	30	5.45	\$305.63	163.5	\$9,168.84
Private Fleets	30	3.95	\$185.11	118.5	\$5,553.31
Total	120			609	\$30,413.39
Application for Payment Request					
State governments	25	3.1	\$154.02	77.5	\$3,850.57
Local governments (incl school districts)	25	3.1	\$138.41	77.5	\$3,460.20
Non-profits	25	3.1	\$172.94	77.5	\$4,323.61
Private Fleets	25	2.1	\$99.98	52.5	\$2,499.60
Total	100			285	\$14,133.97
Total Respondent Burden				894	\$44,547.36

Table A7. EPA Burden Calculation

Task	Estimated Time to Complete (hr)	Number of Responses / year	Total Hours	Total Labor Cost ¹	Respondent Type	Reporting Frequency	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
Task 1: Rebate Application - Part I										
1a. Review Application to Reserve Funds for eligibility with program requirements	0.50	120	60	\$2,494.20	EPA	As needed	Reporting	Application	Voluntary	EPA
1b. Enter updated vehicle and/or equipment information into tracking database	0.50	120	60	\$2,494.20	EPA	As needed	Reporting	Application	Voluntary	EPA
Task 1 Total	1.00		120	\$4,988.40						
Task 2: Rebate Application Form - Part II										
2a. Review Application for Payment Request to confirm compliance with program guidance	0.50	100	50	\$2,078.50	EPA	As needed	Reporting	Application	Voluntary	EPA
2b. Enter new vehicle and/or equipment information into tracking database	0.50	100	50	\$2,078.50	EPA	As needed	Reporting	Application	Voluntary	EPA
2c. Release funds to applicant	0.50	100	50	\$2,078.50	EPA	As needed	Reporting	Application	Voluntary	EPA
Task 2 Total	1.50		150	\$6,235.50						
Total EPA Burden			270	\$11,223.90						

Notes:

1. Labor Rate for Federal is \$41.57