

**2013 OMB NO. 0575-0022 - 7 CFR 1942-G RURAL BUSINESS ENTERPRISE GRANT PROGRAM**

Section of Regulation (a)	Title (b)	Form Number (c)	Estimated Number of Respondents (d)	Reports Filed Annually (e)	Total Annual Responses (f)	Estimated Number of Man Hours per Response (g)	Estimated Total Man Hours (h)	Wage Class (per hour) (i)	Cost to the Public (j)
<b>REPORTING REQUIREMENTS - NO FORMS</b>									
1942.305, (b)(3)(ii)	Evidence of Experience	written	720	1	720	1	720	\$32	\$ 23,040
1942.305 (b)(iv)(A)	Evidence of Commitment by Small Business	written	720	1	720	1	720	\$32	\$ 23,040
1942.305 (b)(iv)(B)	Evidence of Commitment by Other Funding Sources	written	540	1	540	0.5	270	\$32	\$ 8,640
1942.305 (b)(iv)(C)	Evidence Loans are Needed	written	130	1	130	0.5	65	\$32	\$ 2,080
1942.305 (b)(iv)(D)	Commitment by Business of Jobs Created/Saved	written	720	1	720	1	720	\$32	\$ 23,040
1942.305 (b)(iv)(E)	Evidence Project is Covered by a Plan	written	720	1	720	1	720	\$32	\$ 23,040
1942.311(a)(2) and Attachment 1	Brief Narrative on Selection Priorities	written	720	1	720	4	2,880	\$32	\$ 92,160
1942.313	Plan to Provide Financial Assistance to Third Parties	written	130	1	130	16	2,080	\$32	\$ 66,560
1942.314 Attachment 1	Scope of Work	written	130	1	130	40	5,200	\$32	\$ 166,400
1942.314 (g)	Budget	written	411	1	411	2	822	\$32	\$ 26,304
Attachment 1- Sec. A II E	Intergovernmental Consultations	written	540	1	540	2	1,080	\$32	\$ 34,560
Attachment 1- Sec. A II E	Appraisal Report	written	72	1	72	4	288	\$32	\$ 9,216
Attachment 1- Sec. A II H 5	Request for Appeal	letter	130	1	130	0.5	65	\$32	\$ 2,080
Attachment 1- Sec A II I 2	Evidence of Fidelity Bond Insurance	policy	411	1	411	1	411	\$32	\$ 13,152
Attachment 1- Sec A II J	Project Performance Report	written	411	4	1,644	2	3,288	\$32	\$ 105,216
Attachment 1- Sec A II K	Audit Report	written	25	1	25	6	150	\$32	\$ 4,800
	<b>Subtotals</b>				<b>7,763</b>		<b>19,479</b>		<b>\$ 584,370</b>

**REPORTING REQUIREMENTS - FORMS**

Attachment 1. Sec A II D; 1942.311 (a)	Application for Federal Assistance	SF - 424 (4040-0006)	720	1	720	2	1,440	\$32	\$ 46,080
Attachment 1- Sec A II I 1	Request for Advance or Reimbursement	SF - 270 (0348-0006)	411	12	4,932	1	4,932	\$32	\$ 157,824
7 CFR 3018	Disclosure of Lobbying Activities	SF-LLL (0348-0046)	411	1	411	0.16	66	\$32	\$ 1,980
1942.310 (d), Attachment 1 A II D (5)	Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I - for Grantees other than individuals	AD - 1049	411	1	411	0.25	103	\$32	\$ 3,288
Attachment 1 Sec A II G (c)	Certification Regarding Debarment Suspension & Other Resp. Matters Primary Covered Trans.	AD - 1047	411	1	411	0.25	103	\$32	\$ 3,296

Attachment 1 Sec A II G (cc)	Certification Regarding Debarment, Suspension, Ineligibility and & Vol. Excl.	AD - 1048	411	1	411	0.25	103	\$32	\$ 3,296
<b>Subtotals</b>					<b>7,296</b>		<b>6,747</b>		<b>\$ 215,764</b>

**REPORTING REQUIREMENTS APPROVED UNDER OTHER OMB NUMBERS**

1942.31 (b) (4)	Request for Environmental Information	RD 1940-20 (0575-0094)	411	1	411	6	2,466	\$32	\$ 78,912
1942-31 (c) (1) (ii)	Certificate of Non Relocation and Market Capacity Information Report	RD 4279-2 (0570-0017)	0	0	0	0	0	\$32	\$ -
1942.315 (b)	Letter of Intent to Meet Conditions	RD 1942-46 (0575-0015)	411	1	411	1	411	\$32	\$ 13,152
Attachment 1 Sec A II D 3(a)	Equal Opportunity Agreement	RD 400-1 (0575-0018)	411	1	411	0.25	103	\$32	\$ 3,296
Attachment 1-Sec A II D 3(b)	Assurance Agreement	RD 400-4 (0575-0018)	411	1	411	0.25	103	\$32	\$ 3,296
Attachment 1- Sec A II J	Federal Financial Report	SF - 425 (0348-0061)	411	4	1,644	1.5	2,466	\$32	\$ 78,912
Attachment 1- Sec A II J	Reporting of IRP/RDLF Lending Activity	RD 1951-4 (0570-0015)	75	4	300	1	300	\$32	\$ 9,600

**RECORD KEEPING REQUIREMENTS**

Attachment 1- Sec B III I	Financial Records	Records	411	1	411	3	1,233	\$32	\$ 39,456
Attachment 1- Sec B III A	Property Records	Records	411	1	411	3	1,233	\$32	\$ 39,456
<b>Totals</b>					<b>822</b>		<b>2,466</b>		<b>\$ 78,912</b>

<b>Written and Form requirements</b>	<b>15,059</b>	<b>26,226</b>	<b>\$800,134</b>
<b>Record keeping requirements</b>	<b>822</b>	<b>2,466</b>	<b>\$78,912</b>
<b>Grand Total</b>	<b>15,881</b>	<b>28,692</b>	<b>\$879,046</b>