

2013 OMB No. 0575-0015 Community Facilities Loan Program

7 CFR 1942 Subpart A

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
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REPORTING REQUIREMENTS - FORMS APPROVED WITH THIS DOCKET

1780.33(h)(1); 1942.5(b)(1)(ii)(C); 1951.222(c)(3); 3570.71(h)	Operating Budget	442-7							
	RHS		700	1	700	5	3,500	52	\$182,000
	RUS		1,000	1	1,000	5	5,000	52	\$260,000
1780.41(a)(3); 1942.5(b)(1)(ii)(E); 1951.230(a)(9);1955.10(f)(3)(i); & 3570.82	Balance Sheet or Financial Statement	442-3							
	RHS		450	1	450	1	450	52	\$23,400
	RUS		1,000	1	1,000	1	1,000	52	\$52,000
1780.29(b)(1); 1942.17(l)(i)	Agreement for Engineering Services	1942-19							
	RHS		185	1	185	4	740	52	\$38,480
	RUS		1,000	1	1,000	4	4,000	52	\$208,000
1780.39(f); Guide 16 of 1942-A; 3570.61(e)	Resolution of Members or Stockholders	1942-8							
	RHS		67	1	67	1	67	52	\$3,484
	RUS		200	1	200	1	200	52	\$10,400
1780.41(a)(6); 1942.5(a)(1)(ii); 1952.230(f)(2); 4274.350; 1942.315(b); 4284.638(c); 3570.71	Letter of Intent to Meet Conditions	1942-46							
	RHS		430	1	430	1	430	52	\$22,360
	RBS (Small Socially Disadvantaged Producer Grant Program)		10	1	10	1	10	52	\$520
	RUS		1,000	1	1,000	1	1,000	52	\$52,000
1942.17(j)(4)(i)(A); 3570.76	Right-of-Way Easement	442-20							
	RHS		225	1	225	1	225	52	\$11,700
1942.17(j)(4)(i); 3570.76	Right-of-Way Certificate	442-21							
	RHS		225	1	225	1	225	52	\$11,700
1780.44(g)(1)(i), 1942.17(j)(4)(i); 3570.76	Opinion of Counsel Relative to Rights-of-Way	442-22							
	RHS		185	1	185	1	185	52	\$9,620
	RUS		1,000	1	1,000	1	1,000	52	\$52,000
1942.17(n)(2)	Loan Resolution (Public Bodies)	1942-47							
	RHS		140	1	140	1	140	52	\$7,280
1942.17(n)(2)	Loan Resolution Security Agreement	1942-9							
	RHS		285	1	285	1	285	52	\$14,820
1780.45(b)(1)(ii); 1942.17(p)(2)(ii); 1944.235(c)	Estimate of Funds Needed for 30-Day Period Commencing ____ "	440-11							
	RHS		540	3	1,620	1	1,620	52	\$84,240
	RUS		900	1	900	1	900	52	\$46,800
	Promissory Note	440-22							
	RHS		475	2	950	0.25	238	52	\$12,350
	RUS		1,000	1	1,000	0.25	250	52	\$13,000
1780.37(f); 1942.17(q)(2)(i)(A);1951.223(b)(1), 1951.230(a)(9); 3570.82	Statement of Budget, Income, and Equity	442-2							
	RHS		605	1	605	2.5	1,513	52	\$78,650
	RUS		1,000	1	1,000	2.5	2,500	52	\$130,000

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1942.18(f)	Water Purchase Contract	442-30							
	RUS		200	1	200	1	200	52	\$10,400
1942.8(d)	Bond Registration Book	442-28							
	RHS		130	1	130	1	130	52	\$6,760
1942.17(j)(3)(ii)(B)	Position Fidelity Schedule Bond Declarations	440-24	720	1	720	0.5	360	52	\$18,720
Subtotal					15,227		26,167		1,360,684

REPORTING REQUIREMENTS - NO FORMS

1942.17(c)(2)(vii)	Application to Obtain Additional Funding	Written							
	RHS		26	1	26	4	104	52	\$5,408
1942.17(b)(3); 3570.61(c)	elsewhere	Written							
	RHS		575	1	575	1	575	52	\$29,900
1942.17(e)	Notification of declination of service	Written							
	RHS		8	1	8	3	24	52	\$1,248
1942.17(g)(2)(iii)(A); 3570.80	Liens on real and chattel property	Written							
	RHS		45	1	45	1	45	52	\$2,340
1942.17(g)(3)(i)(B)	Financing Statement	Written							
	RHS		245	1	245	1	245	52	\$12,740
1942.17(j)(9); 3570.71	Public Information	Written							
	RHS		615	1	615	2	1,230	52	\$63,960
1942.5(b)(1)(ii)(D) and Guides 6-10; 3570.65	Preliminary Architectural or Engineering Report	Written							
	RHS		315	1	315	4	1,260	52	\$65,520
1942.17(l)(1); 3570.71	Agreement for professional services	Written							
	RHS		375	1	375	4	1,500	52	\$78,000
1942.17(h)(2)(iii)	Positive programs to encourage connections	Written							
	RHS		8	1	8	3	24	52	\$1,248
1942.17(n)(3)	Interim financing	Written							
	RHS		1,175	1	1,175	4	4,700	52	\$244,400
1942.17(j)(3)(iii)(A)	Property insurance	Written							
	RHS		430	1	430	1	430	52	\$22,360
1942.17(j)(3)(iii)(B)	Liability and Property Damage Insurance	Written							
	RHS		405	1	405	1	405	52	\$21,060
1942.17(j)(3)(iii)(D)	Flood Insurance	Written							
	RHS		42	1	42	1	42	52	\$2,184
1942.17(j)(3)(iii)(E)	Workman's compensation insurance	Written							
	RHS		300	1	300	0.5	150	52	\$7,800
1942.17(n)(6); 3570.80	Evidence of Disbursement of other funds	Written							
	RHS		200	1	200	1	200	52	\$10,400

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1942.17(j)(4)(ii)	Acquisition of Land, Easement, Water Rights & Existing Facilities	Written							
	RHS		300	1	300	3	900	52	\$46,800
1942.3; 3570.65	Appraisal Report	Written							
	RHS		375	1	375	2	750	52	\$39,000
1942.5(b)(1)(ii)(I); 3570.70	Lease/Management agreement	Written							
	RHS		37	1	37	5	185	52	\$9,620
1942.17(g)(2)	Notes, bonds, warrants or other contractual obligations	Written							
	RHS		305	1	305	5	1,525	52	\$79,300
1942.18(e) & Guides 17 thru 19; 3570.76	Construction contract forms	Written							
	RHS		305	1	305	1	305	52	\$15,860
1942.8(g); 3570.80	Certification by borrower's attorney	Written							
	RHS		305	1	305	15	4,575	52	\$237,900
1942.18(m); 3570.76	Contracts awarded prior to application	Written							
	RHS		18	1	18	2	36	52	\$1,872
1942.18(o)(3); 3570.76	Resident Inspector resume	Written							
	RHS		225	1	225	0.5	113	52	\$5,850
1942.18(o)(4); 3570.76	Daily inspection report	Written							
	RHS		100	12	1,200	0.5	600	52	\$31,200
1942.5(b)(1)(ii)(G)	Evidence that facility cannot be provided by a public body	Written							
	RHS		165	1	165	1	165	52	\$8,580
1942.5(b)(1)(ii)(H); 3570.65	Financial feasibility report	Written							
	RHS		410	1	410	4	1,640	52	\$85,280
1942.17(b)(4); 3570.65	Organizational documents	Written							
	RHS		520	1	520	1	520	52	\$27,040
1942.5(a)(1)(ii), 1942.17(f)(1)	Borrower request to choose interest rate	Written							
	RHS		425	1	425	0.167	71	52	\$3,691
1942.5(b)(1)(ii)(F)	Five Year Financial History	Written							
	RHS		200	1	200	1	200	52	\$10,400
1942.17(g)(2)(iii)(A)(9)(ii)	Exceptional Community Support and Documentation	Written							
	RHS		145	1	145	4	580	52	\$30,160
1942.17(g)(3)(i)(D)	Other Security	Written							
	RHS		165	1	165	1	165	52	\$8,580
1942.17(j)(3)(iii)(C)	Malpractice Insurance	Written							
	RHS		152	1	152	0.5	76	52	\$3,952
1942.17(j)(4)(iii)	Land Purchase Contract	Written							
	RHS		60	1	60	2	120	52	\$6,240
1942.17(j)(8)	Certificate of Need	Written							
	RHS		40	1	40	1	40	52	\$2,080
1942.17(k); 3570.70	Certification of appropriate regulatory agencies	Written							

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	RHS		145	1	145	4	580	52	\$30,160
1942.17(r)(1)(ii)(B) & Guide 22	Positive Action Plan	Written							
	RHS		40	1	40	2	80	52	\$4,160
1942.17(q)(4); 3570.83	Audits	Written							
	RHS		520	1	520	3	1,560	52	\$81,120
1942.17(q)(4)(ii)	Financial Statements - borrowers under \$100,000 gross income	Written							
	RHS		525	1	525	4	2,100	52	\$109,200
1942.18(j)(5)(iv)	Utilization of small business & minority owned business	Written							
	RHS		85	1	85	0.5	43	52	\$2,210
1942.18(k)(5); 3570.75	Procurement when other than bid or negotiation is used	Written							
	RHS		58	1	58	1	58	52	\$3,016
1942.18(l); 3570.76	Unconventional contracting methods	Written							
	RHS		58	1	58	5	290	52	\$15,080
1942.2(a)(1)(iii); 3570.65(a)(1)	State clearinghouse review	Written							
	RHS		435	1	435	1	435	52	\$22,620
1942.17(q)(1)(ii)	Approval of Audit	Written							
	RHS		285	1	285	0.5	143	52	\$7,410
1942.17(q)(2)(ii)(A); 3570.83	Governing body members and terms of office	Written							
	RHS		285	1	285	0.5	143	52	\$7,410
Subtotal					12,552		28,930		1,504,359

RECORDKEEPING REQUIREMENTS

1942.17(q)(1)(iv)	Borrower shall maintain accounting records for 3 years		3,231		0	0.25	808	52	\$42,003
Total					27,779		55,905		2,907,046

REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER OMB NUMBERS

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1942.2(c)(2)	Application for Federal Assistance (For Construction)	SF-424							
	RHS		1,385	1	1,385	0.75	1,039		
1942.17(j)(4)(i)(B)	Preliminary Title Opinion	1927-9 (0575-0147)							
	RHS		1,385	2	2,770	1.5	4,155		
1942.17(j)(4)(i)(B)	Final Title Opinion	1927-10 (0575-0147)							
	RHS		1,385	2	11,000	0.33	3,630		
1942.17(p)(5) & Guide 18	Partial Payment Estimate	1924-18 (0575-0042)							
	RHS		2,400	2	4,800	0.5	2,400		
1942.18(o)(7)(ii) & Guide 18	Contract Change Order	1924-7 (0575-0042)							
	RHS		1,875	1	1,875	0.25	469		
1942.2(b)	Request for Environmental Information	1940-20 (0575-0094)							
	RHS		1,385	1	1,385	0.25	346		
1942.17(n)(2)(x)	Equal Opportunity Agreement	400-1 (0575-0018)							
	RHS		1,385	1	1,385	0.167	231		
1942.17(n)(2)(x)	Assurance Agreement	400-4 (0575-0018)							
	RHS		1,385	1	1,385	0.25	346		