

INSTRUCTIONS: Use this form when a single information collection document involves multiple reporting and recordkeeping requirements. The totals of the figures in cols. should be entered in item 13 of OMB-83-1: cols. (D) &/or (I) = 13a (respondent is only counted once); cols. F & I = 13b; cols. H & K = 13c. (F)Total/(D)Total = (E)Average (H)Total/(F)Total = (G)Average (K)Total/(I)Total = (J)Average NOTE: The columns will calculate automatically. If Col. E's response is something other than annually, i.e., 1/6 years, list as "1/6" & decimal will display.				TITLE OF INFORMATION COLLECTION DOCUMENT Local Food Promotion Program				OMB NO. 0581-NEW		
							DATE PREPARED February 28, 2014			
IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN							
SECTION OF REGS. (A)	DESCRIPTION (B)	FORMS NO (S) (If "none" so state) (C)	REPORTS				RECORDS			
			NO. OF RESPONDENTS (D)	NO OF RESPONSES PER RESPONDENT (E)	TOTAL ANNUAL RESPONSES (Col. D x E) (F)	HOURS PER RESPONSE (G)	TOTAL HOURS (Col. F x G) (H)	NO. OF RECORD-KEEPERS (I)	ANNUAL HOURS PER RECORD-KEEPER (J)	TOTAL RECORD-KEEPING HOURS (Col. I x J) (K)
7 USC 1621 & 7 USC 3001-3005	Registration with SAM.gov (this is a new Federal Government process and the burden have not be determined; burden hours herein are an estimate)	None	1,500	1.0000	1,500.00	8.0000	12,000.00			0.00
	LFPP Announcement and Guidelines	None	1,500	1.0000	1,500.00	6.0000	9,000.00			0.00
	LFPP Grant Narrative	None	1,500	1.0000	1,500.00	10.0000	15,000.00			0.00
	LFPP Project Budget and Match Request	None	1,500	1.0000	1,500.00	3.0000	4,500.00			0.00
	Written Proof of Eligibility	None	1,500	1.0000	1,500.00	0.5000	750.00			0.00
	LFPP Verification Letter(s) of Matching Funds	None	1,500	1.0000	1,500.00	2.0000	3,000.00			0.00
	LFPP Grant Reviewer Qualifications Template	None	75	1.0000	75.00	1.0000	75.00			0.00
	AMS Conflict of Interest and Confidentiality Statement For Grant Reviewers	AMS-34	75	1.0000	75.00	1.0000	75.00			0.00
	LFPP Grant Program, General Terms and Conditions	None	300	1.0000	300.00	1.0000	300.00			0.00
	SUBTOTAL Page 1			9.00	9,450.00	32.50	44,700.00			
	TOTAL OF ALL PAGES			12.00	10,350.00	46.50	48,900.00	300.00	1.00	300.00
	TOTAL - COLUMNS "F" AND "I" = OMB 831, 13 b; COLUMNS "H" AND "K" = OMB 831, 13c				10,650.00	347	49,200.00			

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 (F)Total/(D)Total = (E)Average (H)Total/(F)Total = (G)Average
 (K)Total/(I)Total = (J)Average
NOTE: The columns will calculate automatically. If Col. E's response is something other than annually, i.e., 1/6 years, list as "1/6" & decimal will display.

TITLE OF INFORMATION COLLECTION DOCUMENT
 Local Food Promotion Program Request, page 2

OMB NO.
 0581-NEW
DATE PREPARED
 February 28, 2014

IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN							
SECTION OF REGS. (A)	DESCRIPTION (B)	FORMS NO (S) (If "none" so state) (C)	REPORTS					RECORDS		
			NO. OF RESPONDENTS (D)	NO OF RESPONSES PER RESPONDENT (E)	TOTAL ANNUAL RESPONSES (Col. D x E) (F)	HOURS PER RESPONSE (G)	TOTAL HOURS (Col. F x G) (H)	NO. OF RECORD-KEEPERS (I)	ANNUAL HOURS PER RECORD-KEEPER (J)	TOTAL RECORD-KEEPING HOURS (Col. I x J) (K)
	Grant Agreement - United States Department of Agriculture, Agricultural Marketing Service, Agreement Face Sheet	AMS-33	300	1.0000	300.00	2.0000	600.00			
	LFPP Interim Performance Report	None	300	1.0000	300.00	4.0000	1,200.00			
	LFPP Final Performance Report	None	300	1.0000	300.00	8.0000	2,400.00			0.00
	Recordkeeping	None			0.00		0.00	300	1.000	300.00
SUBTOTAL Page 2				3.00	900.0000	14.00	4,200	300	1	300
Forms and Burden Approved Under Other OMB Numbers										
	SF-424 Application for Federal Assistance (Approved under OMB#4040-0004)	SF-424	1,500	1.0000	1,500.00	1.0000	1,500.00			
	SF-424B Assurances-Non-Construction Program (Approved under OMB#4040-0007)	SF-424B	1,500	1.0000	1,500.00	0.2500	375.00			0.00
	SF-270 Request for Advance or Reimbursement (Approved under OMB#4040-0012)	SF-270	200	3.0000	900.00	0.7800	702.00			0.00
	SF-425 Federal Financial Report (Approved under OMB#4040-0014)	SF-425	200	2.0000	500.00	1.5000	750.00			0.00
SUBTOTAL					5,600.00	17.5300	0.00	0		0.00