

**Chart A: Burden Hour Estimates of Information Collection
(Food for Progress, 416(b), and McGovern-Dole Program)**

		Collection Activity	Number of Respondents*	Number of Responses Annually per Respondent	Total Annual Responses	Estimated Hours per Response	Total Annual Burden Hours
Grant Recipients	1	Proposal	16	3.3	53	762.0	40,234
	2	Agreement Negotiation	20	1.0	20	228.0	4,560
	3	Evaluation Plan and Baseline	20	1.0	20	240.0	4,800
	4	Amendments to Agreements	20	1.0	20	85.3	1,706
	5	Financial Reports	30	10.0	300	36.0	10,800
	6	Performance Reports	30	10.0	300	98.7	29,610
	7	Compliance (audits, contracts, subrecipient agreements, etc.)	30	10.0	300	29.0	8,700
	8	Claims	6	3.3	20	1.0	20
	9	Mid-term and Final Evaluations	20	1.0	20	240.0	4,800
	10	Reimbursement Requests	30	5.4	162	1.5	243
	11	Agreement Closeout	30	1.2	36	19.0	684
		Subtotal			1,251		106,156
Freight Forwarders	13	Ocean Freight Invitations for Bids	6	11.0	66	3.0	198
	14	Charter Parties/Booking Notes	6	15.0	90	3.5	315
	15	Confirmation that Freight Offers are Responsive	6	11.0	66	3.5	231
	16	Enter Sales Orders	6	14.2	85	1.5	128
	17	Enter Goods Receipts	6	38.2	229	2.0	458
	18	Freight Forwarder Certifications	6	3.3	20	1.0	20
		Subtotal			556		1,350
Ship Owner	19	Submit freight offers and payments	20	9.5	190	20	3,800
Survey Companies	21	Complete and submit discharge surveys	12	7.4	89	2	178
		TOTAL			2,086		111,484

**Chart B: Burden Hour Estimates of Recordkeeping
(Food for Progress, 416(b), and McGovern-Dole Program)**

		Recordkeeping Activity (copying and filing of the following documents)	Number of Recordkeepers	Number of Copies/Files Annually per Recordkeeper	Total Annual Copies/Files	Estimated Hours per Copy/File	Total Annual Recordkeeping Hours
Grant Recipients	1	Proposal	16	3.3	53	0.7	37
	2	Agreement Negotiation	20	1.0	20	0.7	14
	3	Evaluation Plan and Baseline	20	1.0	20	0.7	14
	4	Amendments to Agreements	20	1.0	20	0.7	14
	6	Financial Reports	30	10.0	300	0.7	210
	7	Performance Reports	30	10.0	300	0.7	210
	8	Compliance (audits, contracts, subrecipient agreements, etc.)	30	10.0	300	0.7	210
	9	Claims	6	3.3	20	0.7	14
	10	Mid-term and Final Evaluations	20	1.0	20	0.7	14
	11	Cash Advance and Reimbursement Requests	30	5.4	162	0.7	113
	12	Agreement Closeout	30	1.2	36	0.3	11
		Subtotal			1,251		861
Freight Forwarders	13	Ocean Freight Invitations for Bids	6	11.0	66	0.5	33
	14	Charter Parties/Booking Notes	6	15.0	90	0.5	45
	15	Confirmation that Freight Offers are Responsive	6	11.0	66	0.5	33
	16	Enter Sales Orders	6	14.2	85	0.5	43
	17	Enter Goods Receipts	6	38.2	229	0.5	115
	18	Freight Forwarder Certifications	6	3.3	20	0.5	10
		Subtotal			556		278
Ship Owner or Broker	19	Submit freight offers and payments	20	9.5	190	0.5	95
Survey Company or Broker	21	Complete and submit discharge surveys	12	7.4	89	0.5	44
		TOTAL			2,086		1,279

Average of FINCA and WFP Estimates

Collection Activity	Number of Respondents	Number of Responses Annually per Respondent	Total Annual Responses
Proposal	16	3.3	53
Agreement Negotiation	20	1.0	20
Evaluation Plan and Baseline	20	1.0	20
Amendments to Agreements	20	1.0	20
Financial Reports	30	10.0	300
Performance Reports	30	10.0	300
Compliance (audits, contracts, subrecipient agreements, etc.)	30	10.0	300
Claims	6	3.3	20
Mid-term and Final Evaluations	20	1.0	20
Cash Advance and Reimbursement Requests	30	5.4	162
Agreement Closeout	30	1.2	36
Subtotal			1,251

Estimated Hours per Response	Total Annual Burden Hours
718.5	37,937
228.0	4,560
270.0	5,400
47.7	953
9.5	2,850
36.0	10,800
29.0	8,700
1.0	20
315.0	6,300
1.5	243
19.0	684
	78,447