Section of Regulations	Title	Form No. (if any)	Estimated No. of Responden ts	Reports Filed Annually	Total Annual Responses (D) X (E)	Estimated Number of Man Hours per Response	Estimated Total Man Hours (F) X (G)	Wage Class \$/hr	Total Cost to the Public (H)x(I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(1)	(J)
APPLICANT Burden			DECLUDEMEN	TC:		,			
	To see at the second se	PAPERWORK F	REQUIREMEN	15:					1
4284.951	Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions	Form AD-1047	274	1	274	0.25	68.5	\$36.49	\$2,499.5
4284.951	Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Lower-Tier Covered Transactions	Form AD-1048	274	1	274	0.25	68.5	\$36.49	
4284.951	Certification Regarding Drug-Free Workplace Requirements (Grants)	Form AD-1049	274	1		0.25	68.5	\$36.49	. ,
4284.924	Report of Separation from the U.S. Military	DD-214	27	1	27	0.2	5.4	\$36.49	\$197.0
4284.931	Assurance Agreements	RD 400-4 (0575-0018)	274	1	274	0.25	68.5	\$36.49	\$2,499.5
4284.951	Letter of Intent to Meet Conditions	RD 1942-46 (0570-0062)	274	1	274	0.5	137	\$36.49	\$4,999.13
4284.951	Request for Obligation of Funds	RD-1940-1 (0575-0062)	274	1	274	0.25	68.5	\$36.49	\$2,499.5
120 11002	Subtotal	(00.0 0002)			1671	0.20	484.9	400.10	\$17,694.00
		SF-424					10.10		
4284.931	Application for Federal Assistance	(4040-0004)	576	1	576	1	576	\$36.49	\$21,018
4284.931 4284.932	Project Proposal- Working Capital Grants of \$50,000 or more Project Proposal-Simplified Working Capital Applications of less than \$50,000	written written	231 259	1	259	76 64	16,576	\$36.49 \$36.49	40.0,010
4284.932			259	1		64		\$36.49	\$604,858
4284.924	Project Proposal-Planning Grant Applications Priority Point Requirement for "Best Contributes"	written							
120 1102 1			1 431	1	1 431	3		\$36.49	\$4 707
	Subtotal	written	43	1	43 619	3		\$36.49	
	Subtotal	written	43	1		3	129	\$36.49	
4284.951	•	written	274	1	619	1	129 39,765	\$36.49 \$35.20	\$1,250,184
4284.951 4284.960	Subtotal Grantee Requirements				619 274		129 39,765		\$1,250,18 4
	Subtotal Grantee Requirements Grant Agreement	written	274 274 274	1	274 548 274	1	129 39,765 274 4,932 8,220	\$35.20	\$1,250,184 \$9,645 \$173,600
4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping	written written	274 274	1 2	274 548 274 274	1 9	274 4,932 8,220 822	\$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934
4284.960 4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report	written written written	274 274 274	1 2 1	274 548 274	1 9 30	129 39,765 274 4,932 8,220	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934
4284.960 4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping	written written written	274 274 274	1 2 1	274 548 274 274	1 9 30	274 4,932 8,220 822	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,536
4284.960 4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal GRAND TOTAL	written written written	274 274 274	1 2 1	274 548 274 274 274 1,370	1 9 30	129 39,765 274 4,932 8,220 822 14,248	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,536
4284.960 4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal	written written written written	274 274 274	1 2 1	274 548 274 274 274 1,370	1 9 30	129 39,765 274 4,932 8,220 822 14,248	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,536
4284.960 4284.960	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal GRAND TOTAL	written written written written written stren written	274 274 274	1 2 1	274 548 274 274 1,370	1 9 30	129 39,765 274 4,932 8,220 822 14,248 54,498	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,536
4284.960 4284.960 Dept Regulations	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal GRAND TOTAL Form Burden Approved Under Other OMB Numbers	written written written written written SF-424A (4040-0006) SF-424B (4040-0007)	274 274 274 274 274	1 2 1 1	274 548 274 274 1,370 3,660	1 9 30 3	129 39,765 274 4,932 8,220 822 14,248 54,498	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,530
4284.960 4284.960 Dept Regulations	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal GRAND TOTAL Form Burden Approved Under Other OMB Numbers Budget Information – Non-Construction	written written written written written SF-424A (4040-0006)	274 274 274 274 274	1 2 1 1	274 548 274 274 1,370 3,660	1 9 30 3	129 39,765 274 4,932 8,220 822 14,248 54,498	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344 \$28,934 \$501,530
4284.960 4284.960 Dept Regulations 4284.931	Subtotal Grantee Requirements Grant Agreement Performance Reports Final Report Recordkeeping Subtotal GRAND TOTAL Form Burden Approved Under Other OMB Numbers Budget Information – Non-Construction Assurances – Non-Construction	written written written written written SF-424A (4040-0006) SF-424B (4040-0007) SF-425	274 274 274 274 274 576	1 2 1 1 1	274 548 274 274 1,370 3,660 576 576	1 9 30 3 3	129 39,765 274 4,932 8,220 822 14,248 54,498	\$35.20 \$35.20 \$35.20	\$1,250,184 \$9,645 \$173,606 \$289,344

2014 Burden Estimate for Value Added Producer Grant Program - 0570-0064 - 2014 USDA Rural Business-Cooperative Service

	Form	No. of	Reports	Total Annual	Estimated No.	I		
	No.	Respondent	Filed	Responses (C) x	of Manhours	Estimated Total	Wage**	Total Cost (G) x
Section of Notice	(if any)	S	Annually	(D)	per response	Manhours (E) x (F)	Class	(H)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(1)
Annual Cost to the FEDERAL GOVERNMENT		!						
VAPG Application Handling								
Receipt and Handling of Applications		576	1	576	1	576	\$38.40	\$22,118
Non-federal Reviewer Recruitment and Coordination		90	2	180	2	360	\$68.13	\$24,527
Eligibility Review-Working Capital Grant Application \$50,000 or more*		231	1	231	3	693	\$68.13	\$47,214
Eligibility Review-Simplified Working Capital Application of less than \$50,000		259	1	259	2	518	\$68.13	\$35,291
Eligibility Review-Planning Grant Application		86	1	86	2	172	\$68.13	\$11,718
Eligibility Review-Veterans category		27	1	27	0.1	2.7	\$68.13	\$184
Application Evaluation-Non-Federal Review, All Application Types		397	2	397	3	1191	\$38.40	\$45,734
Application Evaluation-State Office Review, All Application Types		397	1	397	3	1191	\$68.13	\$81,143
Application Evaluation-Priority Points for 'best contributes'		43	1	43	1	43	\$68.13	\$2,930
Grant Award								
Ranking and program summary		1	1	1	8.5	8.5	\$81.00	\$689
Award Announcement		274	1	274	1	274	\$68.13	\$18,668
Legal Document Preparation		274	1	274	1	274	\$68.13	\$18,668
Applicant Notification		576	1	576	1	576	\$68.13	\$39,243
Appeals		15	1	15	20	300	\$68.13	\$20,439
Post Award								
Monitoring		274	1	274	36	9864	\$68.13	\$672,034
Administrative		274	1	274	3	822	\$38.40	\$31,565
TOTAL								\$1,072,165

^{** \$21.28} is the rest-of-the-US rate for a GS-7, step 5; \$37.74 is the average rest-of-the-US rate for a GS-12, Step 5 and \$46.20 for aGS-13, step 5; \$41.07 is the WDC rate for a GS-12, step 5 and \$48.83 for a GS-13, step 5. \$33.33 is the hourly rate of non-Federal Reviewers.

The estimates provided on the previous pages were generated using the following assumptions

Total number of Applications 576 Actual submitted in 2014 actual 549 plus 5 percent increase (27) re

Eligible applications 397 69 percent eligible in 2014

Simplified applications 259 45 percent of all applications received in 2014 Planning applications 86 15 percent of all applications received in 2014

Veterans priority 27 Because the Veterans category is tied to the Beginning Farmer and 'Best contributes' priority 43 Assumes no increase in group applications (15 percent of all applications)

Number of awards 274 65 percent of eligible applications receiving awards in 2014

Number of appeals 15 Approximate number of appeals in 2012 (the window for appeals frc

Assumes a 3 hour increase in man-hours for additional information for 'best contributes'.

Assumes .2 man-hours for veterans to supply the required DD-214.

Assumes .1 man-hours for State Office staff to review the required DD-214.

Non-federal Reviewer Recruitment and Coordination includes pre-review paperwork (system access, conflict c

Award Announcement is generation and correction of project information sheets and press release

Number of responses for SF-LLL based on percentage of awards over \$100,000 in 2014

esulting from the new Veterans category

Rancher category, it is not expected to result in more than a 5 percent increase in applications ants in 2014) as a result of "best contributes" but assumed half of those applying in those applicant categories (50 mm 2014 applicants is still open, therefore the final number is not available)

of interest and confidentiality, automated payment information) and post-review payment.

percent of 86 2014 applicants = 43) would request those points.