**7 CFR 1944-N “Housing Preservation Grant”**

**OMB No. 0575-0115**

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| **Reports Filed: Annually/Semi-Annually/Quarterly**  **Date Prepared: July 9, 2015** | | | | | | | | | | |
| **Section of**  **Regulation**  **(A)** | **Title**  **(B)** | **Form**  **Number**  **(C)** | **Estimated**  **No. of**  **Respondents**  **(D)** | **Reports Filed**  **Annually**  **(E)** | **Total**  **Annual**  **Responses**  **(D) x (E)**  **(F)** | **Hours**  **Per**  **Response**  **(G)** | | **Total**  **Annual**  **Hours**  **(F) x (G)**  **(H)** | **Wage**  **Class**  **(per hour)**  **(I)** | **Cost to the**  **Public**  **(H) x (I)**  **(J)** |
| **REPORTING REQUIREMENTS – NO FORMS** | | | | | | | | | | |
| 1944.651(d) | Applicants must inform Agency if there  is any known relationship of association with a RHS employee.  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 2  3 | 1  1 | 2  3 | | 0.16  0.16 | 1  1 | $14.00  $14.00 | $14.00  $14.00 |
| 1944.658(a)(3)  1944.666(b)(7)  1944.666(e)  1944.670(a)  1944.676(b)(1)(x)  1944.688(e)  1944.689(a)(3) | 7 CFR 3015, 7 CFR 3016, and  OMB Circular A-122  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 33  67 | 1  1 | 33  67 | | 8  8 | 264  536 | $14.00  $14.00 | $3,696  $7,504 |
| 1944.661(a)  1944.661(b) | HPG recipient (individual Homeowners)  evidence of income and ownership  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee form  documentation | 417  829 | 2  2 | 834  1,658 | | 1  1 | 834  1,658 | $14.00  $14.00 | $11,676  $23,212 |
| 1944.662(a) | HPG recipient (rental property owner or  Co-op) requirements of evidence of  ownership  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee form  documentation | 33  67 | 1  1 | 33  67 | | 0.5  0.5 | 17  34 | $14.00  $14.00 | $238  $476 |

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| 1944.662(b) | HPG recipient (tenant in rental property or co-op owner) of income eligibility  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee from  and/or  documentation | 417  829 | 1  1 | 417  829 | | 0.5  0.5 | 209  415 | $14.00  $14.00 | $2,926  $5,810 |
| 1944.663 | Ownership agreement between HPG  Grantee and Rental Property Owner or  Co-op  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Non-standard  form by  grantee | 17  33 | 1  1 | 17  33 | | 1  1 | 17  33 | $14.00  $14.00 | $238  $462 |
| 1944.665 | Final Inspection Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Non-standard | 417  829 | 1  1 | 417  829 | | 0.5  0.5 | 209  415 | $14.00  $14.00 | $2,926  $5,810 |
| 1944.667 | Relocation and displacement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative in  statement of  activities | 33  67 | 1  1 | 33  67 | | 0.33  0.33 | 11  22 | $14.00  $14.00 | $154  $308 |

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| 1944.672(e)  1944.673  1944.676(d)(e) | Documentation of historic preservation  process, determination if unit is located in floodplain/wetland, or an archeological property  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative and  Exhibit F-2 | 417  829 | 1  1 | 417  829 | | 0.16  0.16 | 67  133 | $14.00  $14.00 | $938  $1,862 |
| 1944.674(c)  1944.676(e-g) | Documentation that statement of activities submitted to State single point of contact  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 67  133 | 1  1 | 67  133 | | 0.16  0.16 | 11  21 | $14.00  $14.00 | $154  $294 |
| 1944.676(b) | Statement of Activities (Pre-application Requirement)  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 67  133 | 1  1 | 67  133 | | 8  8 | 536  1,064 | $14.00  $14.00 | $7,504  $14,896 |
| 1944.683(b)  1944.688(a) | Quarterly and Final Performance Reports  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Exhibit E-1 | 33  67 | 4  4 | 132  268 | | 2  2 | 264  536 | $14.00  $14.00 | $3,696  $7,504 |

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| 1944.684(d) | Amendment to Grant Agreement  Extension and/or Revision  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Exhibit B | | 20  22 | 1  1 | | 20  22 | | 0.5  0.5 | | 10  11 | $14.00  $14.00 | | $140  $154 | |
|  | **SUBTOTAL** |  | |  |  | | **7,427** | |  | | **7,329** |  | |  | |
| **REPORTING REQUIREMENTS – FORMS** | | | | | | | | | | | | | | | |
| 1944.654(b) | Certification Regarding Drug-Free  Workplace Requirements (Grants)  Alternative I – for Grantees Other Than  Individuals  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | AD 1049  (0505-0027) | 67  133 | | 1  1 | 67  133 | | 0.25  0.25 | | 17  33 | | | $14.00  $14.00 | | $238  $462 | |
| 1944.672(a)  1944.676(c) | Request for Environmental Information  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Form 1940-20  (0575-0094) | 67  133 | | 1  1 | 67  133 | | 0.25  0.25 | | 17  33 | | | $14.00  $14.00 | | $238  $462 | |

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| 1944.676(h) | | Equal Opportunity Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | Form RD  400-1  (0575-0018) | | 67  133 | | | 1  1 | | 67  133 | | | | | 0.16  0.16 | | | | 11  21 | | | | $14.00  $14.00 | | | | | $154  $294 | |
| 1944.676(h) | | Assurance Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | Form RD  400-4  (0575-0018) | | 67  133 | | | 1  1 | | 67  133 | | | | | .25  .25 | | | | 17  33 | | | | $14.00  $14.00 | | | | | $238  $462 | |
|  | | **REPORTING TOTAL** | |  | |  | | |  | | **8,227** | | | | |  | | | **7,511** | | | | |  | | | | | |  |
| 1944.681 | | Application for Federal Assistance  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | SF 424  (4040-0004) | | 33  67 | | | 1  1 | | 33  67 | | | | | | 0.5  0.5 | | 17  34 | | | | | $14.00  $14.00 | | | | | | $238  $476 |
| **BURDENS AND FORMS APPROVED UNDER OTHER OMB NUMBERS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1944.682{c) | | Request for Advance or Reimbursement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | SF 270  (4040-0012) | | 33  67 | | | 4  4 | | | | 132  268 | | | | 0.5  0.5 | 66  134 | | | | | | | $14.00  $14.00 | | | | | $924  $6,876 |
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| 1944.683(a-b) | | Financial Status Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | SF 425  (4040-0014) | | 33  67 | | | 4  4 | | | | 132  268 | | | | 0.5  0.5 | | 66  134 | | | | $14.00  $14.00 | | | | | $924  $1,876 | | |
| **RECORDKEEPING REQUIREMENTS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1944.682(a) | Grant Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | Exhibit A | | 33  67 | | 1  1 | | | | | 33  67 | | 0.5  0.5 | | | | | | | 17  34 | $14.00  $14.00 | | | | $238  $476 | | | | |
|  | **RECORDKEEPING TOTAL** | |  | |  | |  | | | | | **100** | |  | | | | | | | **51** |  | | | |  | | | | |
|  | **TOTAL DOCKET** | |  | |  | |  | | | | | **8,327** | |  | | | | | | | **7,562** |  | | | | **105,868** | | | | |