

2015 OMB NO. 0570- - 7 CFR 4280-E RURAL BUSINESS DEVELOPMENT GRANT PROGRAM

Section of Regulation (a)	Title (b)	Form Number (c)	Estimated Number of Respondents (d)	Reports Filed Annually (e)	Total Annual Responses (f)	Estimated Number of Man Hours per Response (g)	Estimated Total Man Hours (h)	Wage Class (per hour) (i)	Cost to the Public (j)
REPORTING REQUIREMENTS - NO FORMS									
4280.405	Request for Appeal	letter	130	1	130	0.5	65	\$55	\$ 3,563
4280.410(f)	Intergovernmental Consultations	written	540	1	540	2	1,080	\$55	\$ 59,195
4280.427(b)	Organizational Documents	written	920	1	920	1	920	\$55	\$ 50,425
4280.427(c)	Scope of Work	written	920	1	920	40	36,800	\$55	\$ 2,017,008
4280.427(d)(4)	Evidence of Commitment by Small Business	written	920	1	920	1	920	\$55	\$ 50,425
4280.427(d)(6)	Evidence of Experience	written	920	1	920	1	920	\$55	\$ 50,425
4280.427(e)	Financial Information	written	920	1	920	0.5	460	\$55	\$ 25213
4280.427(g)	Evidence of Commitment by Other Funding Sources	written	540	1	540	0.5	270	\$55	\$ 14,799
4280.427(h)	Budget	written	450	1	450	2	900	\$55	\$ 49,329
4280.434	Brief Narrative on Selection Priorities	written	920	1	920	4	3,680	\$55	\$ 201,701
4280.435(h)	Commitment by Business of Jobs Created/Supported	written	920	1	920	1	920	\$55	\$ 50,425
4280.435(k)	Evidence Project is Covered by a Plan	written	920	1	920	1	920	\$55	\$ 50,425
4280.439(c)	Appraisal Report	written	72	1	72	4	288	\$55	\$ 15,785
2 CFR 200	Project Performance Report	written	450	4	1,800	2	3,600	\$55	\$ 197,316
2 CFR 200	Evidence of Fidelity Bond Insurance	policy	450	1	450	1	450	\$55	\$ 24,665
2 CFR 200	Audit Report	written	25	1	25	6	150	\$55	\$ 8,222
2 CFR 200	Plan to Provide Financial Assistance to Third Parties	written	130	1	130	16	2,080	\$55	\$ 114,005
Subtotals					11,497		54,423		\$2,982,925

REPORTING REQUIREMENTS - FORMS

4280.410(d)	Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I - for Grantees other than individuals	AD - 1049	450	1	450	0.25	113	\$55	\$ 6,166
4280.410(e)	Certification Regarding Debarment Suspension & Other Resp. Matters Primary Covered Trans.	AD - 1047	450	1	450	0.25	113	\$55	\$ 6,166
4280.410(e)	Certification Regarding Debarment, Suspension, Ineligibility and & Vol. Excl.	AD - 1048	450	1	450	0.25	113	\$55	\$ 6,166
4280.410(g)	Disclosure of Lobbying Activities	SF-LLL (4040-0013)	450	1	450	0.16	72	\$55	\$ 3,946
4280.427(a)	Application for Federal Assistance	SF - 424 (4040-0004)	920	1	920	2	1,840	\$55	\$ 100,850
4280.439(f)	Request for Advance or Reimbursement	SF - 270 (4040-0012)	450	12	5,400	1	5,400	\$55	\$ 295,974
Subtotals					8,120		7,650		\$ 419,269

**REPORTING REQUIREMENTS APPROVED UNDER
OTHER OMB NUMBERS**

4280.408(b)	Equal Opportunity Agreement	RD 400-1 (0575-0018)	450	1	450	0.25	113	\$55	\$ 6,166
4280.408(d)	Request for Environmental Information	RD 1940-20 (0575-0094)	450	1	450	6	2,700	\$55	\$ 147,987
4280.439(c)	Letter of Intent to Meet Conditions	RD 1942-46 (0575-0015)	450	1	450	1	450	\$55	\$ 24,665
2 CFR 200	Federal Financial Report	SF - 425 (4040-0014)	450	4	1,644	1.5	2,466	\$55	\$ 135,161
2 CFR 200	Reporting of IRP/RDLF Lending Activity	RD 1951-4 (0570-0015)	75	4	300	1	300	\$55	\$ 16,443
2 CFR 200	Assurance Agreement	RD 400-4 (0575-0018)	450	1	450	0.25	113	\$55	\$ 6,166

RECORD KEEPING REQUIREMENTS

2 CFR 200	Financial Records	Records	450	1	450	3	1,350	\$55	\$ 73,994
2 CFR 200	Property Records	Records	450	1	450	3	1,350	\$55	\$ 73,994
Totals					900		2,700		\$ 147,987

Written and Form requirements
Record keeping requirements
Grand Total

19,617
900
20,517

62,073
2,700
64,773

\$3,402,194
147,987
\$3,550,181