

### Burden Calculation for Generic Forms

Application forms	Number of Responses (FY2014)	Time per response (hours)	Total Burden Hours	Cost (27.94 per hour) <sup>1</sup>
National Medal for Museum/Library Services form and cover sheet	159	9.08	1443.72	\$40,337.54

Programs that use the form				min/hr	Cost per reponse/ROCIS
NM for Museum/Library				9.08	253.695200

Application forms	Number of Responses (FY2014)	Number of Respondents for Small Entity (FY2014)
National Medal for Museum/Library Services	159	40

Percentage of Respondents Reporting Electronically (FY2014)	Programs that use the form	Percentage of small entities
0		25.16%

<b>Process</b>	<b>OMS/OLS average time to process one (hours)</b>
National Medals nomination	1

GrantsAdmin average time to process one (hours)	# of responses (FY 2016)	Hour burden to IMLS
0	159	159
<b>TOTALS</b>	<b>159</b>	<b>159.00</b>

Average salary	\$ burden to IMLS
41.12	\$6,538.08
	<b>\$6,538.08</b>