

**SUMMARY OF 2016 INFORMATION COLLECTION ATTACHMENT 1
0581-0240 (Merge of Grant Programs)**

REGS	REASON	PREVIOUS BURDEN	NEW BURDEN	DIFFERENCE	TYPE OF CHANGE
7 USC 1621 & 7 USC 3001-3005; 2 CFR 200	FEDERAL-STATE MARKETING IMPROVEMENT PROGRAM (FSMIP) 0581-0240				
	FSMIP Application Guidelines (Reading) Form DELETED	320.00	0.00	-320.00	ADJ
	Application Components (Prev Proposal Components) Dec. in # Respondents, per response time due to simplification and increased familiarity with process	3200.00	700.00	-2500.00	ADJ
	AMS-33 Agreement Face Sheet (Grant Agreement & Award Terms & Conditions. Inc. in per response time due to adjustments in response to 2 CFR 200 requirements	11.00	40.00	29.00	ADJ
	Grant Terms and Conditions, Dec. in Number of respondents	44.00	40.00	-4.00	ADJ
	Interim Performance Report (Prev Progress Report) Dec. # of respondents & per response time due to simplification and increased familiarity with process	616.00	160.00	-456.00	ADJ
	Final Performance Report (Prev. Final Report) Dec. in Number of respondents and per response time due to simplification and increased familiarity with process	880.00	80.00	-800.00	ADJ

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	HUD Promise Zone Certification Form (NEW) (OMB 2506-0209)	0.00	0.50	0.50	ADJ
	Registration with SAM.gov (OMB 3090-0290) (NEW)	0.00	420.00	420.00	ADJ
	Request for Applications (NEW)	0.00	280.00	280.00	ADJ
	Confirmation of Match (NEW)	0.00	140.00	140.00	ADJ
	Accounting System and Financial Capability Questionnaire (NEW)	0.00	20.00	20.00	ADJ
	Project Beneficiaries Questionnaire (NEW)	0.00	7.50	7.50	ADJ
	AMS Worksheet to Accompany each SF-270 (NEW)	0.00	40.00	40.00	ADJ
	Peer Reviewer Application & Qualification Form (NEW)	0.00	20.00	20.00	ADJ
	Consensus Scoresheet & Comments (NEW)	0.00	4.50	4.50	ADJ
	Individual Reviewer Scoresheet (Prev. Proposal Scoresheet for Reviewers) Inc. # of respondents & # of responses per respondent	260.00	416.01	156.01	ADJ
	AMS-34 AMS Conflict of Interest & Confidentiality Statement for Grant Reviewers (NEW)	0.00	27.00	27.00	ADJ
	Conflict of Interest/Confidentiality Statement for Reviewers (Different than AMS-34) DELETED	10.00	0.00	-10.00	ADJ
	Recordkeeping Decrease in number of Respondents	22.00	20.00	-2.00	ADJ
	FSMIP Total	5363.00	2415.51	-2947.49	

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7 USC 1621 & 7 USC 3001-3005; 2 CFR 200	LOCAL FOOD PROMOTION PROGRAM (LFPP) 0581-0287				
	Request for Application (Previously "LFPP Request for Applications Announcement and Program Guidelines") Dec. in respondents & per response time due to simplification and increased familiarity with process.	9,000.00	3,000.00	-6,000.00	PC
	Application Components (Prev. LFPP Grant Narrative & Instructions") Dec. # of respondents	15,000.00	7,500.00	-7,500.00	PC
	Project Beneficiaries Questionnaire (NEW)	0.00	100.00	100.00	PC
	AMS-33 Agreement Face Sheet (Grant Agreement & Award Terms & Conditions). Inc. # responses	600.00	800.00	200.00	PC
	Request for grant Amendment (Narrative) (NEW)	0.00	400.00	400.00	PC
	Accounting System & Financial Capability Questionnaire (NEW)	0.00	750.00	750.00	PC
	Confirmation of Match (Prev. "LFPP Verification Letter(s) of Matching Funds"). Dec. # respondents & per response time due to simplification & increased familiarity w/process.	3,000.00	750.00	-2,250.00	PC

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	Grant Terms & Conditions of Award (reading) (Prev. "LFPP Grant Program, General Terms & Conditions"). Dec. # respondents; inc. in per response time due to adjustments in response to 2 CFR 200 requirements.	300.00	400.00	100.00	PC
	Peer Reviewer Application & Qualification Form. Dec. # respondents; inc. in per response time due to adjustments in response to 2 CFR 200 requirements.	37.50	25.00	-12.50	PC
	Interim Performance Report (Previously "LFPP Interim Performance Report") - No Change	1,200.00	1,200.00	0.00	No Change
	Final Performance Report (Previously "LFPP Final Performance Report") Dec. in per response time due to simplification and increased familiarity with process	2,400.00	1200.00	-1,200.00	PC
	Consensus Scoresheet & Comments (NEW)	0.00	10.00	10.00	PC
	Individual Reviewer Scoresheet (NEW)	0.00	1,300.02	1,300.02	PC
	AMS Worksheet to Accompany each SF-270 (NEW)	0.00	1,500.00	1,500.00	PC

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REGS	REASON	PREVIOUS BURDEN	NEW BURDEN	DIFFERENCE	TYPE OF CHANGE
	Registration with SAM.gov (OMB 3090-0290) Dec. in number of resp.; correction to previous burden.estimate	1,500.00	1,500.00	0.00	PC
	AMS-34 Conflict of Interest & Confidentiality Statement for Grant Reviewers - No chg	150.00	150.00	0.00	No Change
	HUD Promise Zone Certification Form (OMB Approval Number 2527-0279) (NEW)	0.00	12.50	12.50	PC
	LFPP Project Budget and Match Request DELETED	750.00	0.00	-750.00	PC
	Written Proof of Eligibility DELETED	750.00	0.00	-750.00	PC
	Recordkeeping	300.00	300.00	0.00	No Change
	LFPP Total	34,987.50	20,897.52	-14,089.98	
7 USC 1621 & 7 USC 3001-3005; CFR 200	FARMERS MARKET PROMOTION PROGRAM Program (FMPP) 0581-0235				
	Request for Applications (NEW)	0.00	3000.00	3000.00	PC
	Application Components (NEW)	0.00	7500.00	7500.00	PC
	Project Beneficiaries Questionnaire (NEW)	0.00	100.00	100.00	PC
	Request for grant Amendment (Narrative) (NEW)	0.00	400.00	400.00	PC
	Accounting system & Financial Capability Questionnaire (NEW)	0.00	750.00	750.00	PC

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	Grant Terms and Conditions of Award (NEW)	0.00	400.00	400.00	PC

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REGS	REASON	PREVIOUS BURDEN	NEW BURDEN	DIFFERENCE	TYPE OF CHANGE
	Peer Reviewer Application and Qualification Form (NEW)	0.00	25.00	25.00	PC
	AMS-34 AMS Conflict of Interest & Confidentiality Statement for Grant Reviewers (NEW)	0.00	150.00	150.00	PC
	Consensus Scoresheet & Comments (NEW)	0.00	10.00	10.00	PC
	Individual Reviewer Scoresheet (NEW)	0.00	1300.02	1300.02	PC
	AMS Worksheet to Accompany each SF-270 (NEW)	0.00	1500.00	1500.00	PC
	Registration with SAM.gov (OMB 3090-0290)	0.00	1500.00	1500.00	PC
	HUD Promise Zone Certification Form (OMB Approval Number 2527-0279) (NEW)	0.00	12.50	12.50	PC
	AMS-33 Agreement Face Sheet (Grant Agreement & Award Terms & Conditions. Dec. in per response time due to simplification and increased familiarity with process	2534.00	400.00	-2134.00	PC

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REGS	REASON	PREVIOUS BURDEN	NEW BURDEN	DIFFERENCE	TYPE OF CHANGE
	Interim Performance Report (Previously "Project Progress Report") Dec. in annual responses	1600.00	1200.00	-400.00	PC
	Final Performance Report (Previously "Project Final Report") Dec. in per response time due to simplification	1266.00	1200.00	-66.00	PC
	Project Proposal Narrative DELETED (TM 29 & 30)	15000.00	0.00	-15000.00	PC
	AD-1047 Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions DELETED	166.00	0.00	-166.00	PC
	AD-1048 Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Lower Tier Covered Transactions DELETED	94.00	0.00	-94.00	PC
	AD-1049 Certification Regarding Drug-Free Workplace requirements (Grants) Alternative for Grantees Other Than Individuals DELETED	228.00	0.00	-228.00	PC
	Recordkeeping Increase in respondents & # Annual Hrs. per recordkeeper	100.00	300.00	200.00	PC
	FMPP Total	20,988.00	19,747.52	-1,240.48	

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REGS	REASON	PREVIOUS BURDEN	NEW BURDEN	DIFFERENCE	TYPE OF CHANGE
7 USC 1621 & 2 CFR 200	SPECIALTY CROP BLOCK GRANT PROGRAM - FARM BILL (SCBGP) 0581-0248				
	Request for Applications (NEW)	0.00	224.00	224.00	PC
	Registration with SAM.gov (OMB 3090-0290 (NEW))	0.00	112.00	112.00	PC
	Interim Performance Report (Previously "Annual Performance Report") Inc. in per response time due to adjustments in response to 2 CFR 200 requirements	336.00	448.00	112.00	PC
	Final Performance Report Dec. in per response time due to simplification and increased familiarity with process	336.00	224.00	-112.00	PC
	Audit Report	168.00	168.00	0.00	No change
	Request for Grant Amendment (Narrative)	112.00	112.00	0.00	No change
	State Plan (Narrative)	560.00	560.00	0.00	No change
	AMS-33 Agreement Face Sheet (Grant Agreement & Award Terms & Conditions)	112.00	112.00	0.00	No change
	Recordkeeping (NEW)	0.00	56.00	56.00	PC
	SCBGP Total	1,624.00	2,016.00	392.00	

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	SPECIALTY CROP MULTI-STATE PROGRAM (SCMP) (NEW PROGRAM--NEW BURDEN)				
	Request for Applications	0.00	960.00	960.00	PC
	Application Components	0.00	800.00	800.00	PC
	Application Screening Checklist	0.00	75.00	75.00	PC
	Registration with SAM.gov (OMB 3090-0290) (NEW)	0.00	480.00	480.00	PC
	Accounting System and Financial Capability Questionnaire	0.00	21.00	21.00	PC
	Project Beneficiaries Questionnaire (voluntary)	0.00	2.50	2.50	PC
	AMS 33 Agreement Face Sheet	0.00	10.00	10.00	PC
	Interim Performance Report	0.00	40.00	40.00	PC
	Final Performance Report	0.00	20.00	20.00	PC
	Request for Grant Amendment (Narrative)	0.00	5.00	5.00	PP
	AMS Worksheet to Accompany each SF-270 Request	0.00	60.00	60.00	PC

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	Peer Reviewer Application and Qualification Form	0.00	20.00	20.00	PC
	AMS-34 AMS Conflict of Interest & Confidentiality Statement for Grant Reviewers	0.00	30.00	30.00	PC
	Consensus Scoresheet and Comments	0.00	40.00	40.00	PC
	Individual Reviewer Scoresheet	0.00	4,160.06	4,160.06	PC
	Recordkeeping	0.00	20.00	20.00	PC
	SCMP Total	0.00	6,743.56	6,743.56	
	Grand Total	62,962.50	51,820.11	-11,142.39	
	* NOTE: All changes (increase or decrease in respondents, and in hours per response) were due to adjustments in previous estimates.				

NUMBER//NAME	APPROVED BURDEN
0240 FSMIP	5,363.00
0287 LFPP	34,988.00
0235 FMPP	20,988.00
0248 SCBGP	1,624.00
TOTAL	62,963.00
MINUS CURRENT AMS-71 TOTAL	-51,820.00
EQUALS Q#15 DIFFERENCE	-11,143.00

Rounded to 11,143. due to ROCIS rounding of previous burdens