

3137-XXXX

| <i>Application and reporting process</i> | No. of respondents | Frequency | Annual hour burden | How estimated | Cost |
|---|---------------------------|------------------|---------------------------|---|---------------------|
| Applicants preparing and submitting grant applications | 381 | one time | 15,240.00 | Time required to plan and write grant application, minus hours for completing forms | \$468,934.80 |



Estimated burden hours and costs for grant applications by grant program

| Preparing/submitting grant applications by grant program | Number of Respondents | Time per response (in hours) | Total Burden Hours | Cost (30.77 per hour) | Year | hours for ROCIS / time per response | ROCIS wage/ROCIS hours per 1 response | |
|--|-----------------------|------------------------------|--------------------|-----------------------|------|-------------------------------------|---------------------------------------|-----|
| Laura Bush 21st Century Librarian | 116 | 40 | 4,640 | \$142,772.80 | 2015 | | 0 | 96 |
| National Leadership Grant (includes Sparks) * | 265 | 40 | 10,600 | \$326,162.00 | 2015 | | 0 | 355 |
| TOTALS | 381 | 80 | 15,240 | \$468,934.80 | | | | |
| Ave. time per response | | 40 | | | | | | |

Note: * Based on current mean average hourly wage for librarians, university and non-profit employee, BLS Occupational Employment and Wages

| Application forms | Number of Responses (FY2014) | Number of Respondents for Small Entity (FY2014) | Percentage of Respondents Reporting Electronically (FY2014) | Programs that use the form |
|-----------------------------------|-------------------------------------|--|--|-----------------------------------|
| Apps | | | | |
| Laura Bush 21st Century Librarian | 116 | 21 | | |
| National Leadership Grant | 265 | 76 | | |
| totals | 381 | 97 | | |

| Percentage of small entities |
|------------------------------|
| |
| 18.10% |
| 28.68% |

| Process | OMS/OLS average time to process one (hours) | GrantsAdmin average time to process one (hours) |
|---|---|---|
| LB21 & NLG-L Applications including SF-424S (data entry, first-check, budget check) | 1.16 | 0 |
| Discretionary Applications (IT download) | 0 | 0 |
| Discretionary Applications (IT download) | 0 | 0 |

* Average salary of IMLS employees

| # of responses | Hour burden to IMLS | Average salary | \$ burden to IMLS |
|----------------|---------------------|----------------|-------------------|
| 381 | 441.96 | 41.12 | \$18,173.40 |
| 0 | 3.5 | 41.12 | \$143.92 |
| 0 | 1 | 41.12 | 41.12 |

381 | **446.46** | **\$18,358.44** | totals