

3137-0071

| <i>Application and reporting forms</i> | No. of respondents | Frequency | Time per hour response |
|---|---------------------------|------------------|-------------------------------|
| Application forms | 3,105 | one time | 4.25 |
| Totals: for forms | 3,105 | | |

| Total Annual hour burden | How estimated | Cost (Hours x \$27.94) |
|--------------------------|---|------------------------|
| 4,444.25 | Total of time required to complete forms required for each grant application times number of applications | \$124,172.35 |
| 4,444.25 | | \$124,172.35 |

Burden Calculation for Generic Forms

| Application forms | Number of Responses (FY2015) | Time per response (hours) | Total Burden Hours | Cost (27.94 per hour) ¹ |
|--|------------------------------|---------------------------|--------------------|------------------------------------|
| Program Information Sheet | 1,377 | 0.25 | 344.25 | \$9,618.35 |
| Budget form | 1,186 | 3.00 | 3558.00 | \$99,410.52 |
| Digital Stewardship Supplementary Information Form | 542 | 1.00 | 542.00 | \$15,143.48 |
| Totals for application forms | 3,105 | 4.25 | 4444.25 | \$124,172.35 |
| | | | D6*27.94 | \$124,172.35 |

Note: ¹ Based on median hour wage for librarians & museum workers BLS Occupational Employ

| Burden Calculation for Program Specific Forms | | | | |
|--|------------------------------|---------------------------|--------------------|------------------------------------|
| Application forms by program | Number of Responses (FY2015) | Time per response (hours) | Total Burden Hours | Cost (27.67 per hour) ¹ |
| Laura Bush 21st Century Librarian | 116 | 4.25 | 493 | \$13,774.42 |
| Museums for America (MFA) | 521 | 4.25 | 2214.25 | \$61,866.15 |
| Museum Grants for African American History and Culture | 38 | 4.25 | 161.5 | \$4,512.31 |
| National Leadership Grant (includes Sparks!)* | 436 | 4.25 | 1853 | \$51,772.82 |
| National Medal for Museum/Library Services** | 126 | 0.08 | 10.08 | \$281.64 |
| Native American Library Services Grants : Basic | 191 | 0.5 | 95.5 | \$2,668.27 |
| Native American Library Services Grants : Enhancement | 43 | 4.25 | 182.75 | \$5,106.04 |
| Native American/Native Hawaiian Museum Services | 32 | 4.25 | 136 | \$3,799.84 |
| TOTALS | 1503 | | 5146.08 | \$143,781.48 |
| | | | 9590.33 | \$267,953.82 |

*NLG Libraries & Museums + Sparks Breakdown

| | | | | |
|------------------|-----|------|---------|-------------|
| NLG Libraries | 265 | 4.25 | 1126.25 | \$31,467.43 |
| NLG Museums | 65 | 4.25 | 276.25 | \$7,718.43 |
| Sparks Libraries | 66 | 4.25 | 280.5 | \$7,837.17 |
| Sparks Museums | 40 | 4.25 | 170 | \$4,749.80 |
| | 436 | | | \$51,772.82 |

** 2016 NMMLS

| Programs that use the form | | | | min/hr | Cost per response/ROCI S |
|---|--|--|--|------------|-----------------------------|
| All except National Medal and State Programs | | | | 15 minutes | 6.985000 |
| All except NAG Basic, National Medal, and State Programs | | | | 3 hours | 83.820000 |
| LB21, MFA, AAHC, NLG (incl. Sparks), NA-Enhancement, NANH | | | | 60 minutes | 27.940000 |
| | | | | | |

IC + Instru

ment and Wages, May 2015

| | | | | 2014 |
|--|-------------|-------------|------------|-------------|
| | PIS | Budget form | Dig | |
| | 116 | 116 | 40 | |
| | 521 | 521 | 277 | |
| | 38 | 38 | 16 | |
| | 436 | 436 | 178 | |
| | 0 | 0 | 0 | |
| | 191 | 0 | 0 | |
| | 43 | 43 | 15 | |
| | 32 | 32 | 16 | |
| | 1377 | 1186 | 542 | |
| | | | | 3105 |

ctions for completing budget documents

| Application forms | Number of Responses (FY2014) | Number of Respondents for Small Entity (FY2014) |
|--|------------------------------|---|
| Program Information Sheet | 1,377 | 300 |
| Budget form | 1,186 | 250 |
| Digital Stewardship Supplementary Information Form | 542 | 100 |
| | 3,105 | 650 |
| all 3 | 3,105 | 650 |
| Program info | 1,377 | 300 |
| Program info & Budget | 2,563 | 550 |

| Apps | | |
|--|-----|--------|
| Laura Bush 21st Century Librarian | 116 | 21 |
| Museums for America (MFA) | 521 | 119.11 |
| Museum Grants for African American History and Culture | 38 | 7 |
| National Leadership Grant (includes Sparks!) * | 436 | 76 |
| National Medal for Museum/Library Services | 159 | 40 |
| Native American Library Services Grants: Basic | 191 | 60 |
| Native American Library Services Grants: Enhancement | 43 | 7 |
| Native American/Native Hawaiian Museum Services | 32 | 7 |
| Grants to State Libraries Program - five year plan | 56 | 0 |
| Museum Assessment Program | 130 | 33 |
| | | 370.11 |

| NLG Breakdown | | |
|----------------------|-----|----|
| NLG Libraries | 265 | 39 |
| NLG Museums | 65 | 16 |
| Sparks Libraries | 66 | 15 |
| Sparks Museums | 40 | 6 |

| Percentage of Respondents Reporting Electronically (FY2014) | Programs that use the form | Percentage of small entities |
|---|----------------------------|------------------------------|
|---|----------------------------|------------------------------|

100% All except National Medal and State Programs

100% All except NAG Basic, National Medal, and State Programs

100% LB21, MFA, AAHC, NLG (incl. Sparks), NA-Enhancement, NANH

21.50%
21.77%
22.16%

| | | 21.50% |
|--|--|--------|
| | | 21.50% |
| | | 21.50% |
| | | 21.50% |
| | | 25.00% |
| | | 21.77% |
| | | 21.50% |
| | | 21.50% |
| | | 0.00% |
| | | 25.00% |
| | | |

| | | 21.50% |
|--|--|--------|
| | | 21.50% |
| | | 21.50% |
| | | 21.50% |

| Process | OMS/OLS average time to process one (hours) | GrantsAdmin average time to process one (hours) | # of responses |
|-----------------------|---|---|----------------|
| PIS, Budget & Digital | 0.5 | 0 | 1377 |

All grants -
NMMLS & G2S

| Hour burden to IMLS | Average salary | \$ burden to IMLS |
|---------------------|----------------|-------------------|
| 688.5 | 41.12 | \$28,311.12 |