

**Library and Museum Reviewer Application Forms**

**3137-XXXX**

<b><i>Reporting forms</i></b>	<b>No. of respondents</b>	<b>Frequency</b>	<b>Time per hour response</b>
Library and Museum Reviewer Application Forms	1,778	yearly	0.5
<b>Totals: for forms</b>	<b>1,778</b>		

Total Annual hour burden	How estimated	Cost (Hours x \$27.94)
889.00	Total of time required to complete forms required for each grant application times number of applications	\$24,838.66
889.00		\$24,838.66

**Burden Calculation for Generic Forms**

Application forms	Number of Responses (FY2015)	Time per response (hours)	Total Burden Hours	Cost (27.94 per hour) <sup>1</sup>	Programs that use the form				min/hr	Cost per reponse/ROCIS
Library Reviewer application	350	0.50	175.00	\$4,889.50	Discretionary grants				30 minutes	13.970000
Museum Reviewer application	1428	0.50	714.00	\$19,949.16	Discretionary grants				30 minutes	13.970000
<b>Totals for application forms</b>	<b>1,778</b>	<b>1.00</b>	<b>889.00</b>	<b>\$24,838.66</b>						
<b>Ave. time per resp.</b>		<b>0.50</b>								

Note: <sup>1</sup> Based on median hour wage for librarians & museum workers BLS Occupational Employment and Wages, May 2015

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)	# of responses
Library reviewer application	0.067	0	350
Museum reviewer application	0.067	0	1428
<b>TOTALS</b>			<b>1778</b>
Average	<b>0.067</b>		

Hour burden to IMLS	Average salary	\$ burden to IMLS
23.45	41.12	\$964.26
95.676	41.12	\$3,934.20
<b>119.126</b>		<b>\$4,898.46</b>