**7 CFR 1944-N “Housing Preservation Grant”**

**OMB No. 0575-0115**

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| **Reports Filed: Annually/Semi-Annually/Quarterly**  **Date Prepared: November 30, 2018** | | | | | | | | | | |
| **Section of**  **Regulation**  **(A)** | **Title**  **(B)** | **Form**  **Number**  **(C)** | **Estimated**  **No. of**  **Respondents**  **(D)** | **Reports Filed**  **Annually**  **(E)** | **Total**  **Annual**  **Responses**  **(D) x (E)**  **(F)** | **Hours**  **Per**  **Response**  **(G)** | | **Total**  **Annual**  **Hours**  **(F) x (G)**  **(H)** | **Wage**  **Class**  **(per hour)**  **(I)** | **Cost to the**  **Public**  **(H) x (I)**  **(J)** |
| **REPORTING REQUIREMENTS – NO FORMS** | | | | | | | | | | |
| 1944.651(d) | Applicants must inform Agency if there  is any known relationship of association with a RHS employee.  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 2  3 | 1  1 | 2  3 | | 0.16  0.16 | 1  1 | $16.00  $16.00 | $16.00  $16.00 |
| 1944.658(a)(3)  1944.666(b)(7)  1944.666(e)  1944.670(a)  1944.676(b)(1)(x)  1944.688(e)  1944.689(a)(3) | 7 CFR 3015, 7 CFR 3016, and  OMB Circular A-122  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 43  58 | 1  1 | 43  58 | | 8  8 | 344  464 | $16.00  $16.00 | $5,504  $7,424 |
| 1944.661(a)  1944.661(b) | HPG recipient (individual Homeowners)  evidence of income and ownership  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee form  documentation | 460  633 | 2  2 | 920  1,266 | | 1  1 | 920  1,266 | $16.00  $16.00 | $14,720  $20,256 |
| 1944.662(a) | HPG recipient (rental property owner or  Co-op) requirements of evidence of  ownership  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee form  documentation | 43  58 | 1  1 | 43  58 | | 0.5  0.5 | 22  29 | $16.00  $16.00 | $352  $464 |

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| **REPORTING REQUIREMENTS – NO FORMS** | | | | | | | | | | |
| 1944.662(b) | HPG recipient (tenant in rental property or co-op owner) of income eligibility  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Grantee from  and/or  documentation | 460  633 | 1  1 | 460  633 | | 0.5  0.5 | 230  317 | $16.00  $16.00 | $3,680  $5,072 |
| 1944.663 | Ownership agreement between HPG  Grantee and Rental Property Owner or  Co-op  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Non-standard  form by  grantee | 22  31 | 1  1 | 22  31 | | 1  1 | 22  31 | $16.00  $16.00 | $352  $496 |
| 1944.665 | Final Inspection Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Non-standard | 460  633 | 1  1 | 460  633 | | 0.5  0.5 | 230  317 | $16.00  $16.00 | $3,680  $5,072 |
| 1944.667 | Relocation and displacement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative in  statement of  activities | 43  58 | 1  1 | 43  58 | | 0.33  0.33 | 14  19 | $16.00  $16.00 | $224  $304 |

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| **REPORTING REQUIREMENTS – NO FORMS** | | | | | | | | | | |
| 1944.672(e)  1944.673  1944.676(d)(e) | Documentation of historic preservation  process, determination if unit is located in floodplain/wetland, or an archeological property  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative and  Exhibit F-2 | 460  633 | 1  1 | 460  633 | | 0.16  0.16 | 74  101 | $16.00  $16.00 | $1,184  $1,616 |
| 1944.674(c)  1944.676(e-g) | Documentation that statement of activities submitted to State single point of contact  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 88  122 | 1  1 | 88  122 | | 0.16  0.16 | 11  21 | $16.00  $16.00 | $224  $320 |
| 1944.676(b) | Statement of Activities (Pre-application Requirement)  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Narrative | 88  122 | 1  1 | 88  122 | | 8  8 | 704  976 | $16.00  $16.00 | $11,264  $15,616 |
| 1944.683(b)  1944.688(a) | Quarterly and Final Performance Reports  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Exhibit E-1 | 43  58 | 4  4 | 172  232 | | 2  2 | 344  464 | $16.00  $16.00 | $5,504  $7,424 |

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| 1944.684(d) | Amendment to Grant Agreement  Extension and/or Revision  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Exhibit B | | **21**  **23** | 1  1 | | 21  23 | | 0.5  0.5 | | 11  12 | $16.00  $16.00 | | $176  $192 | |
| **REPORTING REQUIREMENTS – FORMS** | | | | | | | | | | | | | | | |
|  |  |  |  | |  |  | |  | |  | | |  | |  | |
| 1944.654(b) | Certification Regarding Drug-Free  Workplace Requirements (Grants)  Alternative I – for Grantees Other Than  Individuals  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | AD 1049 | | 88  122 | 1  1 | | 88  122 | | 0.25  0.25 | | 22  31 | $16.00  $16.00 | | $352  $496 | |
|  | **REPORTING TOTAL (Burden)** |  |  | |  | **6,904** | |  | | **6,998** | | |  | |  | |

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| **BURDENS AND FORMS APPROVED UNDER OTHER OMB NUMBERS** | | | | | | | | | | | | | | | | | | |
| 1944.682{c) | Request for Advance or Reimbursement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | SF 270  (0348-0004) | 43  58 | | 4  4 | | 172  232 | 0.5  0.5 | | | | 86  116 | | $16.00  $16.00 | | | | $1,376  $1,856 |
| 1944.683(a-b) | Financial Status Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | SF 425  (4040-0014) | | 43  58 | 4  4 | 172  232 | | | 0.5  0.5 | | 86  116 | | $16.00  $16.00 | | | | $1,376  $1,856 | |
| 1944.672(a)  1944.676(c) | Environmental Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Written  (0575-0197) | | 88  122 | 1  1 | 88  122 | | | | 6  6 | 528  732 | | $16.00  $16.00 | | | $8,448  $11,712 | | |
| 1944.676{a) | Pre-Application for Federal Assistance  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | SF 424  (4040-0004) | | 88  122 | 1  1 | 88  122 | | | | 0.5  0.5 | 44  61 | | $16.00  $16.00 | | $704  $976 | | | |

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| 1944.676(h) | Equal Opportunity Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Form RD 400-1  (0575-0018) | 88  122 | 1  1 | | 88  122 | | 0.16  0.16 | 22  31 | $16.00  $16.00 | $224  $320 | |
| 1944.676(h) | Assurance Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | Form RD 400-4  (0575-0018) | 88  122 | 1  1 | | 88  122 | | .25  .25 | 22  31 | $16.00  $16.00 | $352  $496 | |
| 1944.681 | Application for Federal Assistance  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | SF 424  (4040-0004) | 43  58 | 1  1 | | 43  58 | | 0.5  0.5 | 22  29 | $16.00  $16.00 | $352  $464 | |

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| 1944.682(c) | Federal Cash Transactions Report  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | SF 272  (0348-0003) | | | 43  58 | 4  4 | | 172  232 | 0.5  0.5 | | 86  116 | | $16.00  $16.00 | $1,376  $1,856 | |
| **RECORDKEEPING REQUIREMENTS (under this collection)** | | | | | | | | | | | | | | | |
| 1944.682(a) | Grant Agreement  - Local/State Governments  (Native American Indian Tribes)  - Nonprofit organization | | Exhibit A | 43  58 | | 1  1 | | 43  58 | 0.5  0.5 | | 22  29 | | $16.00  $16.00 | $352  $464 | |
|  | **RECORDKEEPING TOTAL** | |  |  | |  | | **101** |  | | **51** | |  | **816** | |
|  |  | |  |  | |  | |  |  | |  | |  |  | |
|  | **REPORTING TOTAL** | |  |  | |  | | **6,904** |  | | **6,998** | |  |  | |
|  | **TOTAL BURDEN**  **for this Collection** | |  |  | |  | | **7,005** |  | | **7,049** | |  | **127,232** | |