

**Interim and Final Reporting Forms**

3137-XXXX

<b><i>Application and reporting forms</i></b>	<b>No. of respondents</b>	<b>Frequency</b>	<b>Time per hour response</b>
<b>Interim and Final Reporting Forms</b>	976	varies over a 3 year period	15.39
<b>Totals: for forms</b>	<b>976</b>		

Total Annual hour burden	How estimated	Cost (Hours x \$27.94)
6,234.27	Total of time required to complete forms required for each grant application times number of applications	\$174,185.50
6,234.27		\$174,185.50

**Estimated burden hours and costs for post-award reporting by grant program**

**Post-award burden cost calculation by discretionary grant program**

Discretionary Grant program	Number of Responses (FY2015)	Time per response (hours)	Total Burden Hours	Cost (27.94 per hour) <sup>1</sup>	Basis for calculation (number of reports)	Interim	Final	NAG Final
Laura Bush 21st Century Librarian - 3 yr.	27	18.56	501.12	\$14,001.29	2 interims, 1 final	54	27	0
Museums for America (MFA) - 3 yr.	202	18.56	3,749.12	\$104,750.41	2 interims, 1 final	404	202	0
Museum Grants for African American History and Culture - 3 yr.	17	18.56	315.52	\$8,815.63	2 interims, 1 final	34	17	0
National Leadership Grant - 3 yr. Museums/Libraries	41	18.56	760.96	\$21,261.22	2 interims, 1 final	82	41	0
Native American Library Services Grants: Enhancement - 2 yr.	13	15.39	200.07	\$5,589.96	1 interim, 1 final	13	13	0
Native American/Native Hawaiian Museum Services - 3 yr.	21	18.56	389.76	\$10,889.89	2 interims, 1 final	42	21	0
Sparks - 1 yr.	26	12.22	317.72	\$8,877.10	1 final	0	26	0
<b>Totals</b>	<b>347</b>	<b>120.41</b>	<b>6,234.27</b>	<b>\$174,185.50</b>	<b>10 interims, 7 finals</b>	<b>629</b>	<b>347</b>	<b>0</b>
<b>Average time per response</b>		<b>17.2014</b>						

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

Post-award forms: Grants to States	Number of Responses (FY2014)	Time per response (hours)	Total Burden Hours	Cost (27.94 per hour) <sup>1</sup>
State Grants Final Year Report (SPR)	56	47.34	2,651.04	\$74,070.06
<b>Totals</b>	<b>56</b>	<b>47.34</b>	<b>2,651.04</b>	<b>\$74,070.06</b>
<b>Totals for discretionary grants and Grants to States</b>	<b>403</b>	<b>167.75</b>	<b>8,885.31</b>	<b>\$248,255.56</b>

(Interim and Final reports combined in SPR)

**Cost per response ROCIS**  
1309.8978000 2 lcs SPR Requirements and State

Post-award forms: individual report forms for discretionary grant programs	Number of Responses	Time per response (Hours)	Total Burden Hours	Cost (27.94 per hour) <sup>1</sup>
Interim Performance Report	629	3.17	1,993.93	\$55,710.40

**10 interims**

**Cost per response ROCIS**  
88.5698 1 IC - 2 sup docs

**Estimated burden hours and costs for post-award reporting by grant program**

Final Performance Report*	347	12.22	4,240.34	\$118,475.10	<b>7 final</b>
	976	15.39	6,234.27	174,185.50	
<b>Average time per response</b>		<b>7.695000</b>			
<b>Total State Grant responses (line 18) + Total Discretionary responses (line 30)</b>	<b>1032</b>	<b>62.73</b>	<b>8,885.31</b>	<b>248,255.56</b>	
<b>Reporting forms</b>	<b>1032</b>	<b>62.73</b>	<b>8,885.31</b>	\$248,255.56	
<b>apps- 0071</b>	<b>542</b>	<b>5.83</b>	<b>5,099.72</b>	\$142,486.18	
	<b>1574</b>	<b>68.56</b>	<b>13,985.03</b>	<b>390,741.74</b>	

341.4268 1 IC - 2 sup docs

<b>CAP</b>				
<b>Administered through Heritage Preservation in 2015</b>				
CAP One-year Evaluation form	113	1	113	\$3,157.22
MAP	124	1	124	\$3,464.56

\* 1 year grant: 12.22 hours; 15.39 year grant: 10 hours; 3 year grant: 18.56 hours

Sparks - Libraries	20
Sparks - Museums	6
NLG-L	23
NLG-M	18

## Estimated burden hours and costs for post-award reporting by grant program

» Financial Status report final

Application forms	Number of Responses (FY2015)	Number of Respondents for Small Entity (FY2014)	Percentage of Respondents Reporting Electronically (FY2014)
Interim Performance Report	629	148	100
Final Performance Report	347	80	100
<b>Total</b>	<b>976</b>	<b>228</b>	

Programs that use the form	Percentage of small entities
All except National Medal, NAG, M & L Reviewers	23.52%
All except National Medal, NAG, M & L Reviewers	23.05%

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)	# of responses
Discretionary interim performance report	1	0	629
Discretionary final performance report	1.5	0	347
<b>TOTALS</b>			<b>976</b>
Average	<b>1.25</b>		



Hour burden to IMLS	Average salary	\$ burden to IMLS
629	41.12	\$25,864.48
520.5	41.12	\$21,402.96
<b>1149.5</b>		<b>\$47,267.44</b>