

NA Basic  
3137-XXXX

| <b><i>Application and reporting forms</i></b>  | <b>No. of respondents</b> | <b>Frequency</b>            | <b>Time per hour response</b> |
|--|---------------------------|-----------------------------|-------------------------------|
| Native American Library Services Grants: Basic grant and Basic grant with Education/Assessment Option Financial and Performance Report | 190                       | varies over a 3 year period | 2                             |
| Native American Library Services: Basic Grant Budget Form  | 190                       |                             | 0.5                           |
| <b>Totals: for forms</b>   | <b>380</b>                |                             | <b>2.50</b>                   |

| Total Annual hour burden | How estimated   | Cost (Hours x \$28.33) |
|--------------------------|---|------------------------|
| 380.00                   | Total of time required to complete forms required for each grant application times number of applications | \$10,765.40            |
| 95.00                    |   | \$2,691.35             |
| 475                      |   | \$13,456.75            |

**Burden Calculation for Generic Forms**

| Application forms   | Number of Responses (FY2014) | Time per response (hours) | Total Burden Hours | Cost (28.33 per hour) <sup>1</sup> | Programs that use the form |  |  |  | min/hr     | Cost per reponse/ROCIS |
|---|------------------------------|---------------------------|--------------------|------------------------------------|----------------------------|--|--|--|------------|------------------------|
| Native American Library Services: Basic Grant Budget Form A & B | 190                          | 0.50                      | 95.00              | \$2,691.35                         | NAG Basic                  |  |  |  | 30 minutes | 14.165000              |
| <b>Totals for application forms</b>                             | <b>190</b>                   | <b>0.50</b>               | <b>95.00</b>       | <b>\$2,691.35</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



A & B/ 2 forms

**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 (28.33 per hour) <sup>1</sup> | Basis for calculation (number of reports) | NAG Final  |
|--|------------------------------|---------------------------|--------------------|------------------------------------|---|------------|
| Native American Library Services Grants: Basic grant and Basic grant with Education/Assessment Option Financial and Performance Report | 190                          | 2.00                      | 380.00             | \$10,765.40                        | 1 interim, 1 final                        | 190        |
| <b>Totals</b>  | <b>190</b>                   | <b>2.00</b>               | <b>380.00</b>      | <b>\$10,765.40</b>                 | <b>1 interim, 1 final</b>                 | <b>190</b> |
| <b>Average time per response</b>   |                              | <b>2.0000</b>             |                    |                                    |   |            |

|    |
|----|
| hr |
| 2  |

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

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

| Cost per reponse/ROCIS |
|------------------------|
| 56.660000              |

| Reporting forms  | Number of Responses (FY2015) | Number of Respondents for Small Entity (FY2014) | Percentage of Respondents Reporting Electronically (FY2014) |
|--|------------------------------|---|---|
| Native American Library Services Grants: Basic grant and Basic grant with Education/Assessment Option Financial and Performance Report | 190                          | 41  | 100   |
| NAG - Budget   | 190                          | 41  | 100   |
| <b>Total</b>   | <b>190</b>                   | <b>41</b>                                       |   |



| Programs that use the form | Percentage of small entities |
|----------------------------|------------------------------|
|                            |                              |
| NAG-Basic                  | 21.77%                       |
| NAG-Basic                  | 21.77%                       |
|                            |                              |

| Process                                    | OMS/OLS average time to process one (hours) | GrantsAdmin average time to process one (hours) |
|--|---|---|
| NAG final financial and performance report | 1.5   | 0   |
| NAG Budget A & B                           | 1.16  |   |
| <b>TOTALS</b>                              | <b>2.66</b>                                 |   |
| Average                                    | <b>1.33</b>                                 |   |

| # of responses | Hour burden to IMLS | Average salary | \$ burden to IMLS  |
|----------------|---------------------|----------------|--------------------|
| 190            | 285                 | 41.12          | \$11,719.20        |
| 190            | 220.4               | 41.12          | \$9,062.85         |
| <b>190</b>     | <b>505.4</b>        |                | <b>\$20,782.05</b> |