

**Burden Estimate for Rural Cooperative Development Grant Program - 2019  
USDA Rural Business-Cooperative Service**

Section of Notice (A)	Form No. (B)	(if any)	No. of Respondents (C)	Reports Filed Annually (D)	Total Annual Responses (C) x (D) (E)	Estimated No. of Manhours per response (F)	Estimated Total Manhours (E) x (F) (G)	Wage** Class (H)	Total Cost (G) x (H) (I)
<b>APPLICANT BURDEN</b>									
<b>REQUIREMENTS - FORMS</b>									
§ 4284.16(c)(3)	AD-1047		32	1	32	0.25	8	\$45.29	\$362.32
§ 4284.16(c)(3)	AD-1048		32	1	32	0.25	8	\$45.29	\$362.32
§ 4284.16(c)(3)	AD-1049		32	1	32	0.25	8	\$45.29	\$362.32
Pub. L. 1114-113	AD-3030 (0505-0025)		32	1	32	0.25	8	\$45.29	\$362.32
Pub. L. 1114-113	AD-3031 (0505-0025)		32	1	32	0.25	8	\$45.29	\$362.32
§ 4284.8	RD 1940-1 (0570-0061)		32	1	32	1	32	\$45.29	\$1,449.28
§ 4284.16(a)	RD 1940-20 (0575-0094)		32	1	32	0.5	16	\$45.29	\$724.64
§ 4284.514(b) Letter of Intent	RD 1942-46		32	1	32	1	32	\$45.29	\$1,449.28
§ 4284.16(b)	RD 400-4 (0570-0061)		32	1	32	0.25	8	\$45.29	\$362.32
<b>REQUIREMENTS - NO FORMS</b>									
§ 4284.510(c) Proposal			55	1	55	96	5280	\$45.29	\$239,131.20
§ 4284.11(a) Grant Agreement			32	1	32	2	64	\$45.29	\$2,898.56
§ 4284.12(b) Performance Reports			32	2	64	18	1152	\$45.29	\$52,174.08
§ 4284.12(c) Final Report			32	1	32	20	640	\$45.29	\$28,985.60
<b>TOTAL</b>					<b>471</b>		<b>7,264</b>		<b>\$328,986.56</b>
<b>PAPERWORK REQUIREMENTS UNDER OTHER OMB NUMBERS</b>									
§ 4284.510(b)	SF-424 (4040-0004)		55	1	55	1	55		
§ 4284.510(b)	SF-424A (0348-0044)		55	1	55	1	55.00		
§ 4284.510(b)	SF-424B (0348-0040)		55	1	55	0.5	27.50		
§ 4284.9	SF-270 (0348-0004)		32	4	128	1	128.00		
§ 4284.12(a)	SF-425 (0348-0061)		32	2	64	0.5	32.00		
§ 4284.16(c)(4)	SF - LLL		32	1	32	0.5	16	\$45.29	\$724.64
					<b>357</b>				

**Burden Estimate for Rural Cooperative Development Grant Program - 2016  
USDA Rural Business-Cooperative Service**

<b>Section of Notice</b> (A)	<b>Form No. (if any)</b> (B)	<b>No. of Responses</b> (C)	<b>Reports Filed Annually</b> (D)	<b>Total Annual Responses (C) x (D)</b> (E)	<b>Estimated No. of Manhours per response</b> (F)	<b>Estimated Total Manhours (E) x (F)</b> (G)	<b>Wage** Class</b> (H)
<b>Annual Cost to the FEDERAL GOVERNMENT</b>							
<b><u>Application for the Rural Cooperative Development Grant</u></b>							
Receipt and Acknowledge of Applications		55	2	110	1	110	\$25.53
Data Entry and Scanning of Applications		55	2	110	1	110	\$25.53
Conduct Eligibility Determinations		55	1	55	2.5	137.5	\$58.75
<b><u>Panel Scoring Evaluation</u></b>							
Copying and destroying of applications		49	2	98	0.5	49	\$25.53
Panel member application review		49	3	147	2.5	367.5	\$49.57
Travel for panel members		10	1	10	45	450	\$49.57
Conduct panel		11	1	11	40	440	\$58.75
<b><u>Grant Award</u></b>							
Legal Document Preparation		32	1	32	1	32	\$49.57
Inform applicants of results		55	1	55	1	55	\$49.57
<b><u>Post Grant Award</u></b>							
Monitoring		32	1	32	25	800	\$49.57
Administrative		32	1	32	15	480	\$25.53
<b>TOTAL</b>						<b>3,031</b>	

**\*\* Hourly Salary base rates**

\$25.53 is the base rate for a GS-7, step 5.  
 \$45.29 is the base rate for a GS-12, Step 5;  
 \$53.85 is the base rate for a GS-13, step 5;  
 \$63.64 is the base rate for a GS-14, step 5  
 \$49.57 is the average base rate for a GS-12 and GS-13, step 5  
 \$58.75 is the average base rate of a GS-13 and GS-14 at step 5.  
 These rates reflect the benefit of locality adjustment.

<b>Total Cost (G) x (H) (I)</b>
---

\$2,808  
\$2,808  
\$8,078

\$1,251  
\$18,217  
\$22,307  
\$25,850

\$1,586  
\$2,726

\$39,656  
\$12,254  
**\$137,542**