

OMB No. 0570-0062 - Rural Microentrepreneur Assistance Program
 USDA Rural Business-Cooperative Service

2020

Section of Rule (4280.XXX)	Title	Form No. (if any)	No. of Respond ents	Reports Filed	Total Respon ses (D) x (E)	Estimated No. of Manhours per response	Estimated Total Manhours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
REPORTING REQUIREMENTS - NON FORMS									
Oversight and Monitoring									
311(g)(1); 320(a)(1)	Quarterly reports	written	40	4	160	2.00	320	\$62.88	\$20,122
320(a)(3)	Poor performance reports	written	0	1	0	2.00	0	\$62.88	\$0
313(a)(4)	Annual budget report	written	40	1	40	2.00	80	\$62.88	\$5,030
Applications									
316(a)	Application Narrative - initial criteria, all applicants	written	40	1	40	8.00	320	\$62.88	\$20,122
315(c)(10)	Application Narrative - documentation of eligibility, all applicants	written	40	1	40	6.00	240	\$62.88	\$15,091
316(b)	Additional Documentation - Microlenders with > 3 yrs exp (new applicants)	written	13	1	13	8.00	104	\$62.88	\$6,540
316(b)	Additional Documentaton - Microlenders with > 3 yrs exp (repeat applicants)	written	0	1	0	1.00	0	\$62.88	\$0
316(c)	Additional Documentation - Microlenders with 3 or less yrs exp (new applicants)	written	16	1	16	8.00	128	\$62.88	\$8,049
316(c)	Additional Documentation - Microlenders with 3 or less yrs exp (repeat applicants)	written	0	1	0	1.00	0	\$62.88	\$0
316(d)	Additional Documentation - Microlender enhancement grants	written	10	1	10	6.00	60	\$62.88	\$3,773
316(e)	Additional Documentation - Technical assistance only grants	written	0	1	0	6.00	0	\$62.88	\$0
316(f)	Application from microlenders with > 5 yrs exp in program	written	11	1	11	2.00	22	\$62.88	\$1,383
312(c)(1)	Documentation prior to loan closing	written	40	1	40	1.00	40	\$62.88	\$2,515
312(c)(2)	Lender certification at loan closing	written	40	1	40	0.50	20	\$62.88	\$1,258
Appeals									
304	Request for Appeal	written	0	1	0	2.00	0	\$62.88	\$0
Subtotal					410		1334		\$83,882

REPORTING - FORMS APPROVED UNDER THIS DOCKET

315(c)(7)	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	40	1	40	0.25	10	\$62.88	\$629
315(c)(9)	Compliance Review	RD 400-8	40	1	40	8.00	320	\$62.88	\$20,122
315(c)(10)	Assurance Agreement	RD 400-4	40	1	40	0.25	10	\$62.88	\$629
312(c)(1)(ii)	Deposit Agreement	RD 402-1	40	1	40	0.08	3	\$62.88	\$209
312(a)	Request for Obligation of Funds	RD 1940-1	40	2	80	0.25	20	\$62.88	\$1,258
312(b)	Letter of Intent to Meet Conditions	RD 1942-46	40	1	40	1.00	40	\$62.88	\$2,515
31c(c)(iv)	Promissory Note	RD 4274-3	40	1	40	1.50	60	\$62.88	\$3,773
312(a)	Loan Agreement	RD 4274-4	40	1	40	1.50	60	\$62.88	\$3,773
313(d)	Rural Business-Cooperative Service Financial Assistance Agreement	RD 4280-2	40	1	40	1.00	40	\$62.88	\$2,515
315(c)(8)	Certification of No Federal Debt	RD 1910-11	40	1	40	0.25	10	\$62.88	\$629
Subtotal					440		573		\$36,050

FORMS APPROVED UNDER OTHER OMB NUMBERS

315(c)(7)	Application for Fedearl Assistance	SF 424 (4040-0004)	40	1	40	1.0	40.0	\$62.88	\$2,515
315(c)(4)	Budget Information - Non-Construction Progr	SF 424A (4040-0006)	40	1	40	1.00	40	\$62.88	\$2,515
315(c)(5)	Assurances - Non-Construction Program	SF 424B (4040-0007)	40	1	40	0.50	20	\$62.88	\$1,258
320(a)(1)(ii)	Request for Advance or Reimbursement	SF-270 (4040-0012)	40	4	160	1.00	160	\$62.88	\$10,061
315(c)(6)	Disclosure of Lobbying Activities	SF LLL (4040-0013)	40	1	40	1.00	40	\$62.88	\$2,515
Subtotal					320		300		\$18,864

Average Yearly Total

850

1,907

\$138,796