Section of Pulle (#280.XXX) The Find March Ma		USDA Rural Business-Cooperative Servi	ice							
REPORTING REQUIREMENTS - NON FORMS Image: Control of the image: Contro		Title	•	Respond		Respons es (D) x	No. of Manhours per	Total Manhours		Total Cost (H) x (I)
Oversight and Monitoring v 1316(01 Appli	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
U10(1): 2040(1): Quartery reports writen 40 4 160 2.00 2.30 862.88 50.0.122 330(0)(3) Annual budget report writen 40 1 40 2.00 0 862.88 50.0.122 316(a) Applications writen 40 1 40 2.00 80 852.88 50.00 316(a) Application Nurrative - initial criteria, all writen 40 1 40 6.00 2.20 852.88 50.01 316(b) Application Nurrative - inflar Criteria, all writen 40 1 40 6.00 2.40 852.88 50.50 316(b) Additional Documentation of burdenders with writen 1 0 1.00 0 562.88 50.23 316(c) Additional Documentation Nurreinders with writen 1 1 0 1.00 0 562.88 50.773 316(c) Additional Documentation Nurreinders with writen 10 1 0 1.00 0 562.88 50.773 <td< td=""><td></td><td>REPORTING REQUIREMENTS - NON FOR</td><td>MS</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>		REPORTING REQUIREMENTS - NON FOR	MS							
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316(a) application survaive - documentation of eligibility, all applicants written 40 1 40 6.00 2.00 30.2 30.2.0 30.0 10.0 10.0 40.0 50.2.88 50.3.3 30.3.3 30.0 10.0 30.								0	\$62.88	\$0
alig(1) eligbility, all applicants witten n0 1 n0 1 n0 2.00 2.40 382.48 \$31.50.01 316(b) Additional Documentation - Microlenders with 316(b) Additional Documentation - Microlenders with 30 reless yrs exp (repeat applicants) written 0 1 0 1.00 0 \$62.88 \$80.49 316(b) Additional Documentation - Microlenders with 30 reless yrs exp (repeat applicants) written 0 1 0 1.00 0 \$62.88 \$83.499 316(c) Additional Documentation - Microlenders with 30 reless yrs exp (repeat applicants) written 0 1 0 6.00 662.88 \$3.773 316(c) Additional Documentation - Technical assistance only grants written 0 1 0 6.00 662.88 \$3.733 316(r) Application from incrolenders with > 5 yrs written 1 1 11 1 11 2.00 20 \$62.88 \$1.533 312(c)(1) Documentation prior to loan closing written 0 1 40 1.00 2.00 \$62.88 \$2.515 31	316(a)	applicants	written	40	1	40	8.00	320	\$62.88	\$20,122
3.16(0) > 3 yrs exp (new applicants) written 1.3 1.3 8.00 1.04 \$8.2.88 \$80,5.40 3.16(0) Additional Documentation - Microlenders with written 0 1. 0 1.00 0 \$82.88 \$80,404 3.16(c) 3 of less yrs exp (new applicants) written 0 1. 0 1.00 0 \$82.88 \$80,404 3.16(c) 3 of less yrs exp (new applicants) written 0 1. 0 1.00 0 \$82.88 \$80,773 3.16(d) Additional Documentation - Microlenders with > 5 yrs written 0 1. 0 6.00 0 \$82.88 \$80,773 3.16(d) Additional Documentation - Microlenders with > 5 yrs written 1.1 1.1 1.1 2.00 22 \$82.88 \$81,235 3.12(c)(1) Documentation at loan closing written 0 1 40 0.50 20 \$82.88 \$82,155 3.12(c)(2) Lender certification at loan closing written 0 1 0 0 0 \$82.88 \$20.88 \$20.98 <td< td=""><td>315(c)(10)</td><td>eligibility, all applicants</td><td>written</td><td>40</td><td>1</td><td>40</td><td>6.00</td><td>240</td><td>\$62.88</td><td>\$15,091</td></td<>	315(c)(10)	eligibility, all applicants	written	40	1	40	6.00	240	\$62.88	\$15,091
3.16(c) > 3 yrs exp (repeat applicants) written 0 1 0 1.00 0 \$8.28 \$33 3.16(c) Additional Documentation - Microlenders with 3 or less yrs exp (repeat applicants) written 16 1 16 1.00 0 \$6.2.88 \$80.494 3.16(c) Additional Documentation - Microlenders with 3 or less yrs exp (repeat applicants) written 0 1 0 1.00 0 \$62.28 \$80.3773 3.16(d) Additional Documentation - Technical assistance only grants written 0 1 0 6.00 0 \$52.28 \$0 3.16(d) Application from microlenders with > 5 yrs written 10 1 11 11 2 2.00 22 \$52.88 \$2.215 3.12(c)(1) Documentation - technical assistance only grants written 0 1 0 0 0 \$2.00 0 \$52.88 \$32.2515 3.12(c)(2) Lender centrication at loan closing written 0 1 0 0 0 \$52.88 \$32.288 3.12(c)(1) Documentation - Microlenders with y subtot	316(b)		written	13	1	13	8.00	104	\$62.88	\$6,540
3 bit(c) 3 or less ys exp (new applicants) written 1 b <th< td=""><td>316(b)</td><td></td><td>written</td><td>0</td><td>1</td><td>0</td><td>1.00</td><td>0</td><td>\$62.88</td><td>\$0</td></th<>	316(b)		written	0	1	0	1.00	0	\$62.88	\$0
Additional Documentation - Microlenders with 3 or less year (prepat applicants) written 0 1 0 1.00 0 \$62.88 \$50 316(d) Additional Documentation - Microlender enhancement grants written 10 1 10 6.00 60 \$62.88 \$53,773 316(e) Additional Documentation - Technical assistance only grants written 0 1 0 6.00 0 \$62.88 \$50 316(f) Application from microlenders with > 5 yrs written 11 1 11 2.00 22 \$62.88 \$1,333 312(c)(1) Documentation prior to loan closing written 40 1 40 0.00 462.88 \$2,515 312(c)(2) Lender certification at loan closing written 0 1 0 2.00 0 \$62.88 \$3,515 312(c)(2) Lender certification Regarding Debarment, Suspersion & Other Resp. Matters-Primary AD-1047 or in writing 40 1 40 0.25 10 \$62.88 \$20.122 315(c)(7) Correliance Review RD 400-8 40 1 40 0.25	316(c)		written	16	1	16	8.00	128	\$62.88	\$8,049
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 \$30 316(r) Application from microlenders with >5 yrs explin program written 40 1 40 1.00 6.00 0 \$62.88 \$1,253 312(c)(1) Documentation prior to loan closing written 40 1 40 0.50 20 \$62.88 \$1,258 312(c)(2) Lender certification at loan closing written 0 1 0 2.00 \$62.88 \$30 Request for Appeal written 0 1 0 2.00 \$62.88 \$20 Subtotal written 0 1 40 0.25 10 \$62.88 \$62 315(c)(7) Certification Regarding Debarment. Covered Trans. RD 400-8 40 1 40 0.25 10 \$62.88 \$62.98 315(c)(7) Assurance Agreement </td <td>316(c)</td> <td>Additional Documentation - Microlenders with</td> <td>written</td> <td>0</td> <td>1</td> <td>0</td> <td>1.00</td> <td>0</td> <td>\$62.88</td> <td>\$0</td>	316(c)	Additional Documentation - Microlenders with	written	0	1	0	1.00	0	\$62.88	\$0
316(e) Additional Documentation - Technical assistance only grants written 0 1 0 6.00 0 \$62.88 \$00 316(f) Application from microlenders with > 5 yrs 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 0.50 20 \$62.88 \$1,258 Appeals - - - \$62.88 \$1,258 Appeals - - \$62.88 \$50 Subtotal - - \$62.88 \$62.88 \$62.88 Subtotal - - - 134 \$62.88 \$62.88 315(c)(7) Suspension & Other Resp. Matters-Primary AD-1047 or in writing 40 1 40 0.25 10 \$62.88 \$62.98 315(c)(7) Correlication Regarding Debarment, Suspension & Other Resp. Matters-Primary AD-1047 or in writing 40 1 40 0.25 10 \$62.88 \$20.122 315(c)(9) Compliance Review RD 400-4 40	316(d)	Additional Documentation - Microlender	written	10	1	10	6.00	60	\$62.88	\$3,773
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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 410 0 2.00 0 \$52.88 \$0 Subtotal 410 0 2.00 0 \$52.88 \$0 Subrotal 410 1 40 2.00 \$62.88 \$0 Supersion & Other Resp. Matters-Primary Covered Trans. AD-1047 or in writing 40 1 40 8.00 320 \$52.88 \$629 S15(c)(7) Compliance Review RD 400-4 40 1 40 0.25 10 \$62.88 \$629 312(c)(10) Assurance Agreement RD 402-1 40 1 40 0.25 10 \$62.88 \$2,012 312(a) Request for Abligation of Funds RD 192-14 40<	316(f)	Application from microlenders with > 5 yrs	written	11	1	11	2.00	22	\$62.88	\$1,383
312(c)(2) Lender certification at loan closing written 40 1 40 0.50 20 \$62.88 \$51.258 304 Request for Appeal written 0 1 0 2.00 0 \$62.88 \$50.30 304 Request for Appeal written 0 1 0 2.00 0 \$62.88 \$50.30 304 Request for Appeal written 0 1 0 2.00 0 \$62.88 \$50.30 Subtotal 410 1334 \$83.882 \$83.882 \$83.882 \$83.882 315(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 \$20.92 315(c)(10) Assurance Agreement RD 400-4 40 1 40 0.25 10 \$62.88 \$2.98 312(c)(1)(i) Deposit Agreement RD 402-1 40 1 40 1.00 40 \$62.88 \$2.	312(c)(1)		written	40	1	40	1.00	40	\$62.88	\$2.515
Appeals minten										
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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 \$20,122 312(c)(10) Assurance Agreement RD 400-1 40 1 40 0.25 10 \$62.88 \$209 312(a) Request for Obligation of Funds RD 1940-1 40 2 80 0.25 20 \$62.88 \$2,515 312(a) Request for Obligation of Funds RD 1942-46 40 1 40 1.00 40 \$62.88 \$3,773 312(a) Loan Agreement RD 4274-3 40 1 40 1.50 60 \$62.88 \$3,773 313(c) Erinancial Assistance Agreement RD 4280-2 40										
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$\begin{array}{c c c c c c c c c c c c c c c c c c c $	315(c)(9)	Compliance Review	RD 400-8	40	1	40	8.00	320	\$62.88	\$20,122
312(a)Request for Obligation of FundsRD 1940-1402800.2520\$62.88\$1,258312(b)Letter of Intent to Meet ConditionsRD 1942-46401401.0040\$62.88\$2,51531c(c)(iv)Promissory NoteRD 4274-3401401.5060\$62.88\$3,773312(a)Loan AgreementRD 4274-4401401.5060\$62.88\$3,773313(d)Rural Business-Cooperative Service Financial Assistance AgreementRD 4280-2401401.0040\$62.88\$2,515315(c)(8)Certification of No Federal DebtRD 1910-11401400.2510\$62.88\$629SubtotalFORMS APPROVED UNDER OTHER OMB NUMBERS315(c)(7)Application for Federal AssistanceSF 424 (4040- (4040-0006)401401.0040\$62.88\$2,515315(c)(7)Application for Federal AssistanceSF 424 (4040- (4040-0006)401401.0040\$62.88\$2,515315(c)(7)Assurances - Non-Construction ProgramSF 424A (4040-0007)401401.0040\$62.88\$2,515315(c)(5)Assurances - Non-Construction ProgramSF 424B (4040-0007)401400.5020\$62.88\$1,258320(a)(1)(ii)Request for Advance or ReimbursementSF-270(0400- 0012)404160<		•		40		40	0.25	10		
312(b) Letter of intent to Meet Conditions RD 1942-46 40 1 40 1.00 40 \$62.88 \$2,515 312(a) Loan Agreement 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		Deposit Agreement	RD 402-1	40	1	40	0.08	3	\$62.88	\$209
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312(a)Loan AgreementRD 4274-4401401.5060\$62.88\$3,773313(d)Rural Business-Cooperative Service Financial Assistance AgreementRD 4280-2401401.0040\$62.88\$2,515315(c)(8)Certification of No Federal DebtRD 1910-11401400.2510\$62.88\$629SubtotalFORMS APPROVED UNDER OTHER OMB NUMBERS315(c)(7)Application for Federal AssistanceSF 424 (4040- 0004)401401.0040\$62.88\$2,515315(c)(7)Application for Federal AssistanceSF 424A (4040-0006)401401.0040\$62.88\$2,515315(c)(4)Budget Information - Non-Construction ProgrSF 424B (4040-0007)401400.5020\$62.88\$2,515315(c)(5)Assurances - Non-Construction ProgramSF 270 (4040- 0012)401401.0040\$62.88\$1,258320(a)(1)(ii)Request for Advance or ReimbursementSF-270 (4040- 0013)401401.0040\$62.88\$10,061315(c)(6)Disclosure of Lobbying ActivitiesSF LLL (4040- 0013)401401.0040\$62.88\$2,515	312(b)	Letter of Intent to Meet Conditions	RD 1942-46	40	1	40	1.00	40	\$62.88	\$2,515
Rural Business-Cooperative Service Financial Assistance Agreement RD 4280-2 40 1 40 1.00 40 \$62.88 \$2,515 313(d) 315(c)(8) Certification of No Federal Debt RD 1910-11 40 1 40 0.25 10 \$62.88 \$629 Subtotal Subtotal 440 573 \$36,050 FORMS APPROVED UNDER OTHER OMB NUMBERS SF 424 (4040- 0004) 40 1 40 1.00 40 \$62.88 \$2,515 315(c)(7) Application for Fedearl Assistance SF 424 (4040- 0004) 40 1 40 1.00 40 \$62.88 \$2,515 315(c)(7) Application for Fedearl Assistance SF 424 (4040- 0004) 40 1 40 1.00 40 \$62.88 \$2,515 315(c)(4) Budget Information - Non-Construction Progr SF 424B (4040-0006) 40 1 40 0.50 20 \$62.88 \$1,258 315(c)(5) Assurances - Non-Construction Program (4040-0000) (012) 40 1 40 1.00 160	31c(c)(iv)	Promissory Note	RD 4274-3	40	1	40	1.50	60	\$62.88	\$3,773
313(d) 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 \$F 424 (4040- 0004) 40 1 40 1.00 40.0 \$62.88 \$2,515 315(c)(7) Application for Fedearl Assistance \$F 424 (4040- 0004) 40 1 40 1.00 40.0 \$62.88 \$2,515 315(c)(4) Budget Information - Non-Construction Progr \$F 424R (4040-0007) 40 1 40 1.00 40 \$62.88 \$2,515 315(c)(5) Assurances - Non-Construction Program (4040-0007) 40 1 40 0.50 20 \$62.88 \$1,258 320(a)(1)(ii) Request for Advance or Reimbursement 315(c)(6) SF LLL (4040- 0013) 40 40 1.00 40 \$62.88 \$2,515	312(a)		RD 4274-4	40	1	40	1.50	60	\$62.88	\$3,773
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)(7) 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 40 \$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	313(<mark>d</mark>)		RD 4280-2	40	1	40	1.00	40	\$62.88	\$2,515
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)(7) 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	315(c)(8)	Certification of No Federal Debt	RD 1910-11	40	1	40	0.25	10	\$62.88	\$629
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315(c)(7) Application for Federal Assistance 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		FORMS APPROVED UNDER OTHER OMB					,			
315(c)(4) Budget information - Non-Construction Program (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	315(c)(7)	Application for Fedearl Assistance	0004)	40	1	40	1.0	40.0	\$62.88	\$2,515
315(c)(5) Assurances - Non-Construction Program (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	315(c)(4)	Budget Information - Non-Construction Progr	(4040-0006)	40	1	40	1.00	40	\$62.88	\$2,515
320(a)(1)(ii) Request for Advance of Reinbursement 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	315(c)(5)	Assurances - Non-Construction Program	(4040-0007)	40	1	40	0.50	20	\$62.88	\$1,258
315(C)(6) Disclosure of Lobbying Activities 0013) 40 1 40 1.00 40 \$62.88 \$2,515	320(a)(1)(ii)	Request for Advance or Reimbursement	0012)	40	4	160	1.00	160	\$62.88	\$10,061
Subtotal 320 300 \$18,864	315(c)(6)	Disclosure of Lobbying Activities		40	1	40	1.00	40	\$62.88	\$2,515
		Subtotal				320		300		\$18,864

2020

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

Average Yearly Total

850

\$138,796

1,907