3137-XXXX

Application and reporting <u>process</u>	No. of respondents	Frequency	Annual hour burden	How estimated	Cost
Applicants preparing and submitting grant applications	**381**	one time	**15,240.00**	Time required to plan and write grant application, minus hours for completing forms	**$468,934.80**

Estimated burden hours and costs for grant applications by grant program

Preparing/submitting grant applications by grant program	Number of Respondents	Time per response (in hours)	Total Burden Hours	Cost (30.77 per hour)[1]	Year	hours for ROCIS / time per response	ROCIS wage/ROCIS hours per 1 response
Laura Bush 21st Century Librarian	116	40	4,640	$142,772.80	2015		0	96
National Leadership Grant (includes Sparks!) *	265	40	10,600	$326,162.00	2015		0	355
TOTALS	**381**	**80**	**15,240**	**$468,934.80**			
Ave. time per response		**40**					

Note: [1] Based on current mean average hourly wage for librarians, university and non-profit employee, BLS Occupational Employment and Wages

Application forms	Number of Responses (FY2014)	Number of Respondents for Small Entity (FY2014)	Percentage of Respondents Reporting Electronically (FY2014)	Programs that use the form
Apps				
Laura Bush 21st Century Librarian	116	21		
National Leadership Grant	265	76		
totals	**381**	**97**		

Percentage of small entities
18.10%
28.68%

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)
LB21 & NLG-L Applications including SF-424S (data entry, first-check, budget check)	1.16	0
Discretionary Applications (IT download)	0	0
Discretionary Applications (IT download)	0	0

* Average salary of IMLS employees

# of responses	Hour burden to IMLS	Average salary	$ burden to IMLS
381	441.96	41.12	$18,173.40
0	3.5	41.12	$143.92
0	1	41.12	41.12

381	**446.46**		**$18,358.44** totals