

INSTRUCTIONS: Use this form when a single information collection document involves multiple reporting and recordkeeping requirements. The totals of the figures in cols. should be entered in item 13 of OMB-83-I: cols. (D) &/or (I) = 13a (respondent is only counted once); cols. F & I = 13b; cols. H & K = 13c.
 (F)Total/(D)Total = (E)Average (H)Total/(F)Total = (G)Average
 (K)Total/(I)Total = (J)Average
NOTE: The columns will calculate automatically. If Col. E's response is something other than annually, i.e., 1/6 years, list as "1/6" & decimal will display.

TITLE OF INFORMATION COLLECTION DOCUMENT
National Organic Program: Organic Certification Cost Share Program

OMB NO. 0560-0289
DATE PREPARED
 September 12, 2019

IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN										
SECTION OF REGS. (A)	DESCRIPTION (B)	FORMS NO (S) (If "none" so state) (C)	REPORTS					RECORDS			RESPONDENT COST		
			NO. OF RESPONDENTS (D)	NO OF RESPONSES PER RESPONDENT (E)	TOTAL ANNUAL RESPONSES (Col. D x E) (F)	HOURS PER RESPONSE (G)	TOTAL BURDEN HOURS (Col. F x G) (H)		NO. OF RECORD-KEEPERS (I)	ANNUAL HOURS PER RECORD-KEEPER (J)	TOTAL RECORD-KEEPING HOURS (Col. I x J) (K)	COST PER HOUR (L)	TOTAL COST (Col. H x L) (M)
							EXEMPT	NON-EXEMPT					
N/A	Grant Agreement Face sheets (States)	none	34	1	34	2.00		68				\$24.34	1,655
N/A	Request for Advance of Reimbursement (States) (OMB No. 4040-12)	SF-270	34	6	204	1.00		204				\$24.34	4,965
N/A	Application for Federal Assistance (States) (OMB No. 4040-0003)	SF-424	34	1	34	1.00		34				\$24.34	828
N/A	Federal Financial Report (States) OMB No 4040-0014)	SF-425	34	1	34	1.50		51				\$24.34	1,241
N/A	Narrative Report (States)	none	34	1	34	1.00		34				\$24.34	828
N/A	Spreadsheet of Operations Reimbursed (States)	none	34	1	34	2.00		68				\$24.34	1,655
N/A	Request for Taxpayer ID and Cert. W-9	W-9	34	1	34	2.00		66				\$24.35	1,607
N/A	OCCSP Application - Producer and/or handler application (farms)	CCC-884	15,625	1	15,625	1.00		15,625				\$10.90	170,313
N/A	Producer and/or handler Proof USDA Organic certification	Documentation	15,625	1	15,625	1.00		15,625				\$10.90	16,331
N/A	Producer and/or handler Itemized invocie of paid expenses (Farms)	AD-2047 or W-9	15,625	1	15,625	1.00		15,625				\$10.90	170,313
N/A	Producer and/or handler tax information (OMB NO. 0560-0265 and 0560-0289) (Farms)	SF-1199A	15,625	1	15,625	1.00		15,625				\$10.90	170,313
N/A	Direct Deposit Sign-up form (farms) OMB No. 1530-0006)		15,625	1	15,625	1.00		15,625				\$10.90	170,313
					78,533			78,650			0.00		710,360
	TOTAL OF ALL PAGES				78,533			78,650			0.00		710,360
	TOTAL - COLUMNS "F" AND "I" = OMB 83-I, 13b; COLUMNS "H" AND "K" = OMB 83-I, 13c				78,533			78,650					