

IMLS CARES Act Grants for Museums and Libraries

3137-XXXX

<b><i>Application and reporting process</i></b>	<b>No. of respondents</b>	<b>Frequency</b>	<b>Annual hour burden</b>	<b>How estimated</b>	<b>Cost</b>
Applicants preparing and submitting grant applications	60	one time	35.00	Time required to plan and write grant application, minus hours for completing forms	\$977.90

Estimated burden hours and costs for grant applications by grant program

Preparing/submitting grant applications by grant program	Estimated Number of Respondents	Time per response (in hours)	Total Burden Hours	Cost (27.94 per hour)	Year	hours for ROCIS / time per response	ROCIS wage/ROCIS hours per 1 response
IMLS CARES Act Grants for Museums and Libraries	60	35	2,100	\$58,674.00	2020		977.9
<b>TOTALS</b>	<b>60</b>	<b>35</b>	<b>2,100</b>	<b>\$58,674.00</b>			
<b>Ave. time per response</b>		<b>35</b>				<b>2,100</b>	<b>977.9</b>

Note: \* Based on current mean average hourly wage for librarians and museum curators, BLS Occupational Employment and Wages

Librarian	\$29.77
Museum Curator	\$26.11
Average	\$27.94

[https://www.bls.gov/oes/current/oes\\_nat.htm](https://www.bls.gov/oes/current/oes_nat.htm)

Application	35	
Supplementary Information Form	0.25 not included in this burden estimate	
Program information form	0.25 not included in this burden estimate	
Budget form	3 not included in this burden estimate	
Digital Products form	1 not included in this burden estimate	
<b>Total</b>	<b>39.5</b>	

Application forms	Number of Responses (FY2020) Estimate	Number of Respondents for Small Entity Estimate
IMLS CARES Act Grants for Museums and Libraries	60	35
<b>totals</b>	<b>60</b>	<b>35</b>

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<b>Percentage of Respondents Reporting Electronically</b>	<b>Programs that use the form*</b>	<b>Percentage of small entities</b>
100		0.583333333

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)
IMLS CARES Act Grants for Museums and Libraries	1.16	0
Discretionary Applications (IT download)	0	0
Discretionary Applications (IT download)	0	0

\* Average salary of IMLS employees 2020

Estimated # of responses	Hour burden to IMLS	Average salary	\$ burden to IMLS
60	69.6	45.07	\$3,136.87
0	3.5	45.07	\$157.75
0	1	45.07	45.07

60|

74.1

\$3,339.69|totals