

**(0570-0014) 7 CFR 1980-E - Business and Industrial Loan Program**

<b>REPORTING REQUIREMENTS - NON FORMS</b>									
Section of Regulations	Title	Form Number (if any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est'd # of Man-hours per response	Estimated Total Man-hours (F) x (G)	Wage Class	Cost to the Public
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1980.425 (b) & 1980.451 (b)	Test for Credit Elsewhere	Letter	-	on occasion	-	0.5	-	50	\$ -
1980.442	Feasibility Study	Written report	-	on occasion	-	54.0	-	50	\$ -
1980.443 (b)	Personal & Corporate guarantees	Written document	-	on occasion	-	1.0	-	50	\$ -
1980.443 (b)(7) & 1980.445	Periodic financial Statements	Written document	16	on occasion	16	10.0	160	50	\$ 8,000
1980.443 (c)(2)	Hazard Insurance	Assignment	16	on occasion	16	1.0	16	50	\$ 800
1980.443 (c)(3) & (4)	Life & Worker's Comp. Insurance	Assignment	11	on occasion	11	1.0	11	50	\$ 550
1980.444 & 1980.476	Appraisal Reports	Written report	-	on occasion	-	8.0	-	50	\$ -
1980.451 (d)(3)(i)(C)	Displaced farmer certification	Letter	-	on occasion	-	0.5	-	50	\$ -
1980.451 (f)	Preapplication Requirements	Letter & documentation	-	on occasion	-	12.0	-	50	\$ -
1980.451 (i)	Application Requirements	Written Documents	-	on occasion	-	25.0	-	50	\$ -
1980.451 (k)	Certificate of Need	Certificate	-	on occasion	-	1.0	-	50	\$ -
1980.454 (c)	Change of Conditions	Letter	-	on occasion	-	3.0	-	50	\$ -
1980.469 Admin C2	Borrower Visits	Meetings & Written reports	16	on occasion	16	1.0	16	50	\$ 800
1980.469 Admin C6	Meetings to resolve problems	Meetings	5	on occasion	5	2.0	10	50	\$ 500
1980.470 Admin A	Meetings to resolve delinquencies	Meetings	5	on occasion	5	3.0	15	50	\$ 750

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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(I)
1980.451(i)	Application for Loan and Guarantee	449-1	-	on occasion	-	70.0	-	50	\$ -
1980.451(i)(2)	Statement of Collateral	449-2	-	on occasion	-	5.0	-	50	\$ -
<b>TOTAL DOCKET</b>					69		228		\$ 11,400

<b>Recordkeeping Total</b>			\$ -
<b>Reporting Total</b>		228	11,400
<b>Docket Total</b>		228	11,400

<b>Cost to the Federal Government</b>				
Activity	Number	# of Hours	Rate	TOTAL
Review preapplication material, DOL	-	-	-	-
Review application & complete analysis, env assessment	-	-	-	-
Approve loan and obligate funds	-	-	-	-
Prepare closing documents and close	-	-	-	-
Loan servicing activities	16	7	\$ 38	\$ 4,256
<b>ANNUALIZED TOTAL</b>				\$ 4,256

The reviews are typically completed by GS-11 & 12 State Loan Specialists and GS-13 State Program Directors. The loans are typically approved by the State Director. The GS-8 or 9 State Loan Technician typically does the data entry in the computer system.

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<b>REPORTING REQUIREMENTS - NON FORMS</b>					
Section of Regulations	Title	Previous Burden	New Burden	Difference	Type of Change
1980.425 (b) &	Test for Credit	-	-	-	
1980.442	Feasibility Study	-	-	-	
1980.443 (b)	Personal & Corporate	-	-	-	
1980.443 (b)(7)	Periodic financial	400	160.0	(240.0)	
1980.443 (c)(2)	Hazard Insurance	40	16.0	(24.0)	
1980.443	Life & Worker's	35	11.0	(24.0)	
1980.444 &	Appraisal Reports		-	-	
1980.451	Displaced farmer		-	-	
1980.451 (f)	Preapplication		-	-	
1980.451 (i)	Application		-	-	
1980.451 (k)	Certificate of Need		-	-	
1980.454 (c)	Change of Conditions		-	-	
1980.469	Borrower Visits	40	16.0	(24.0)	
1980.469	Meetings to resolve problems	34	10.0	(24.0)	
1980.47	Meetings to resolve delinquencies	51	15.0	(36.0)	

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Section of Regulations	Title	Previous Burden	New Burden	Difference	Type of Change
1980.451(i)	Application for Loan and Guarantee	-	-	-	
1980.451(i)(2)	Statement of Collateral	-	-	-	

<b>Total previous burden</b>	600	\$	21,600
<b>Total new burden</b>	228		11,400
<b>Total difference</b>	(372)	\$	(10,200)