

**SUMMARY OF INFORMATION COLLECTION**

**7 CFR 1744-C, Advance and Disbursement of Funds - Telecommunications**

**0572-0023**

Date Prepared **2018**

INSTRUCTIONS: > (f) TOTAL (h) TOTAL (k) TOTAL  
 Use this form when a single information collection document involves multiple reporting and > ----- = (e) Averag ----- = (g) Averag ----- = (j) Average  
 recordkeeping requirements. > (d) TOTAL (f) TOTAL (i) TOTAL

IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS		FORM NO(s) <i>(If "none" so state)</i>	ANNUAL BURDEN							
SECTION OF REGULATIONS  <i>(a)</i>	DESCRIPTION  <i>(b)</i>		REPORTS					RECORDS		
			NO. OF RESPON- DENTS  <i>(d)</i>	NO. OF RESPONSES PER RESPON- DENT  <i>(e)</i>	TOTAL ANNUAL RESPONSES  <i>(Col. d &amp; e)</i>  <i>(f)</i>	HOURS PER RESPONSE  <i>(g)</i>	TOTAL HOURS  <i>(Col. f &amp; g)</i>  <i>(h)</i>	NO. OF RECORD- KEEPERS  <i>(i)</i>	ANNUAL HOURS PER RECORD- KEEPER  <i>(j)</i>	TOTAL RECORD- KEEPING HOURS  <i>(Col. i &amp; j)</i>  <i>(k)</i>
1744.64	Budget Adjustment	Teleco	7	1.1	8.00	1.00	8.00			
		Broadband	1	1.0	1.00	1.00	1.00			
1744.66	Description of Advances Desired	Telec	80	2.2	177.00	0.25	44.25			
		Broadband	4	3.5	14.00	0.25	3.50			
1744.66	Other Information Required	Tele	80	0.4	35.00	1.00	35.00			
		Broadband	4	1.8	7.00	1.00	7.00			
1744.66	Financial Requirement Statement	Tele	80	2.2	177.00	2.00	354.00			
		Broadband	4	3.5	14.00	2.00	28.00			
			84	5.2	433	1.11	480.75			

Item	Hours Per Response	X	Number of Responses	X	Labor Cost Per Hour	=
<b>Budget Adjustment Request:</b>						
Collecting Data -	0.30	X	9	X	\$ 36.84	=
Preparation -	0.40	X	9	X	\$ 36.84	=
Typing -	0.20	X	9	X	\$ 17.96	=
Review -	0.10	X	9	X	\$ 54.41	=
<b>Form 481:</b>						
Collecting Data -	0.50	X	191	X	\$ 36.84	=
Preparation -	0.75	X	191	X	\$ 36.84	=
Typing -	0.50	X	191	X	\$ 17.96	=
Review -	0.25	X	191	X	\$ 54.41	=
<b>Description of Advances:</b>						
Preparation -	0.10	X	191	X	\$ 36.84	=
Typing -	0.15	X	191	X	\$ 17.96	=
<b>Other information as requested:</b>						
Collecting Data -	0.50	X	42	X	\$ 36.84	=
Preparation -	0.25	X	42	X	\$ 36.84	=
Typing -	0.15	X	42	X	\$ 17.96	=
Review -	0.10	X	42	X	\$ 54.41	=
With Benefit loading						
Mailing						
<b>Total Estimated Costs to the Respondents</b>						

Financial Specialists, All Other (13-2099) = \$36.84  
 Office and Administrative Support Workers, All Other (43-9799) = \$17.96  
 Managers, All Other (11-9199) = \$54.41

Line Item	Total Cost
	\$99.47
	\$132.62
	\$32.33
	\$48.97
	\$3,518.22
	\$5,277.33
	\$1,715.18
	\$2,598.08
	\$703.64
	\$514.55
	\$773.64
	\$386.82
	\$113.15
	\$228.52
	\$22,929.72
	\$1,300.00
	\$24,229.72

Item	Hours Per Response	X	Number of Responses	X	Labor Cost Per Hour	=	Line Item Total Cost	
Budget Adjustment Request:								
Review	0.30	X	9	X	\$ 52.66	=	\$142.18	
Clerical	0.10	X	9	X	\$ 24.96	=	\$22.46	
Form 481 and Description of Advances:								
Review	0.90	X	191	X	\$ 52.66	=	\$9,052.25	
Clerical	0.10	X	191	X	\$ 24.96	=	\$476.74	
Other information as requested:								
Review	0.75	X	42	X	\$ 52.66	=	\$1,658.79	
Clerical	0.10	X	42	X	\$ 24.96	=	\$104.83	
with Benefit Loading							\$15,610.51	
Printing							\$750.00	
Mailing							\$400.00	
Total Estimated Costs to the Respondents								\$16,760.51

Senior Office Engineer (GS 13, step 5) = \$52.66

Clerk (GS 6, step 5) = \$24.96