

2022 Burden Estimate for the Agriculture Innovation Center Demonstration Program (updated 4-16-2024)
 USDA Rural Business-Cooperative Service
 OMB No. 0570-0045

| Section of Regulations (A) | Title (B) | Form No. (if any) (C) | Estimated No. of Respondents (D) | Reports Filed Annually (E) | Total Annual Reponses (D) X (E) (F) | Estimated No. of Man Hours per Reponse (G) | Estimated Total Man Hours (F) X (G) (H) | Wage Class* \$/hr (I) | Total Cost to the Public (H) X (I) (J) |
|--|---|--------------------------|---|-------------------------------------|---|---|---|-----------------------------|--|
| Application Submission - Burden (Forms and Written) Accounted for Under this Collection | | | | | | | | | |
| 4284.1031(b) | Agriculture Innovation Center Application | RD 4284-1 (0570-0045) | 29 | 1 | 29 | 40.00 | 1160.00 \$ | 72.53 \$ | 84,130.55 |
| 4284.1020(a)(1) | Registration and General Certifications and Representations | Sam.gov | 29 | 1 | 29 | 2.00 | 58.00 \$ | 72.53 \$ | 4,206.53 |
| Subtotal - Application Submission | | | Subtotal: | | 58 | | 1218.00 | | \$ 88,337.08 |
| Award and Servicing - Burden (Forms and Written) Accounted for Under this Collection | | | | | | | | | |
| 4284.1060(b)(1) | Performance Report - Semi-Annual | written | 3 | 2 | 6 | 4.00 | 24.00 \$ | 72.53 \$ | 1,740.72 |
| 4284.1060(b)(2) | Performance Report - Final | written | 3 | 1 | 3 | 3.00 | 9.00 \$ | 72.53 \$ | 652.77 |
| 4284.1060(a)(1) | Financial Report - Semi-Annual | written | 3 | 2 | 6 | 1.00 | 6.00 \$ | 72.53 \$ | 435.18 |
| 4284.1060(a)(2) | Financial Report - Final | written | 3 | 1 | 3 | 1.00 | 3.00 \$ | 72.53 \$ | 217.59 |
| 4284.1051(c)(4) | Legal Incorporation Documents | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| 4284.1051(c)(5) | Board of Director Commitment Letters | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| 4284.1051(c)(6) | Agricultural Organization Support Letters | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| 4284.1051(c)(7) | Resumes of Key Personnel | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| 4284.1051(c)(8) | Verification of Matching Funds | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| 4284.1051(c)(10)thru(14) | Additional Support Documentation | written | 3 | 1 | 3 | 0.50 | 1.50 \$ | 72.53 \$ | 108.80 |
| | Categorical Exclusion without Environmental Report | written | 3 | 1 | 3 | 1.00 | 3.00 \$ | 72.53 \$ | 217.59 |
| 4284.1006 | Conflict of Interest Disclosure | written | 3 | 1 | 3 | 0.25 | 0.50 \$ | 72.53 \$ | 36.26 |
| Subtotal - Award and Servicing | | | Subtotal: | | 42 | | 54.50 | | \$ 3,952.88 |
| GRAND TOTAL FOR THIS COLLECTION: | | | | | | 100 | 1272.50 | | \$ 92,289.97 |
| Respondents | | | 29 | | | | | | |
| Total Estimated Annual Responses | | | 100 | | | | | | |
| Total Estimated Annual Burden Hours | | | | | | | 1272.50 | | |
| Total Annual Burden Cost | | | | | | | | \$ 92,289.97 | |
| Total Estimated Burden Hours per Response | | | | | | | 12.725 | | |

| Position | Wage | Fringe |
|---|-------------|---------------|
| Management Analyst (13-1111) | \$50.32 | \$19.17 |
| Agricultural Sciences Postsecondary School Teacher* (25-1041) | \$62.86 | \$23.95 |
| Financial Specialist (13-2000) | \$44.37 | \$16.90 |

Wage Rate Source
Fringe Benefits (38.1%)

[May 2022 National Occupational E
Employer Costs for Employee Corr](#)

*No hourly wage was reported for this position. So we used the annual salary of \$96,650 and divided by 1,537.5 hours to obtain an estimated hourly rate. The number of hours assumes a 9-month appointment and a full-time schedule of 2,050 hours.

Adj Wage

\$69.49

\$86.81

\$61.27

\$72.53 Average Rate

[Employment and Wage Estimates \(bls.gov\)](#)

[Compensation - September 2023 \(bls.gov\)](#)

Section of Regulations

(A)

Reporting Requirement

4284.1031(a)

RD 4284-2, Section II.A.C

4284.1051

4284.1060(a)

4284.1051

4284.1051(c)(1)

4284.1051

4284.1053

2022 Burden Estimate for the Agriculture Innovation Center Demonstrations
USDA Rural Business-Cooperative Service
OMB No. 0570-0045

| Title | Form No. (if any) |
|--|---------------------------|
| (B) | (C) |
| Forms – Forms Approved Under Other OMB Numbers – Burden Not Included in this Collection | |
| Application for Federal Assistance | SF-424 (4040-0004) |
| Request for Advance or Reimbursement | SF-270 (4040-0012) |
| Disclosure of Lobbying Activities | SF-LLL (4040-0013) |
| Federal Financial Report (Bi-Annual and Final) | SF-425 (4040-0014) |
| Assurance Agreement | RD 400-4 (0575-0018) |
| Letter of Intent to Meet Conditions | RD 1942-46 (0570-0062) |
| Request for Obligation of Funds | RD-1940-1 (0575-0062) |
| Financial Assistance Agreement | RD 4280-2 (0570-0067) |

on Program (updated 1-23-2024)

| Estimated No. of Respondents (D) | Reports Filed Annually (E) | Total Annual Reponses (D) X (E) (F) | Estimated No. of Man Hours per Reponse (G) | Estimated Total Man Hours (F) X (G) (H) | Wage Class* \$/hr (I) | Total Cost to the Public (H) X (I) (J) |
|---|-------------------------------------|---|---|---|-----------------------------|--|
| 29 | 1 | 29 | 1.00 | 29.00 | \$72.53 | \$2,103.26 |
| 3 | 12 | 36 | 1.00 | 36.00 | \$72.53 | \$2,610.95 |
| 3 | 1 | 3 | 0.25 | 0.75 | \$72.53 | \$54.39 |
| 3 | 3 | 9 | 1.00 | 9.00 | \$72.53 | \$652.74 |
| 3 | 1 | 3 | 0.25 | 0.75 | \$72.53 | \$54.39 |
| 3 | 1 | 3 | 1 | 3 | \$ 69.49 | \$ 208.48 |
| 3 | 1 | 3 | 0.25 | 0.75 | \$ 72.53 | \$ 54.40 |
| 3 | 1 | 3 | 1.00 | 3.00 | \$ 72.53 | \$ 217.59 |

2022 Burden Estimate for the Agriculture Innovation Center Demonstration Program
 USDA Rural Business-Cooperative Service

| Selection of Regulation | Description | Form No. (if any) |
|--|---|------------------------------|
| (A) | (B) | (C) |
| Annual Cost to the FEDERAL GOVERNMENT | | |
| 4284.1030 | Provide Notifications | N/A |
| TBD | Receive Applications | N/A |
| TBD | Receive Applications | N/A |
| TBD | Enter Applications in GLS | N/A |
| 4284.1040(a) | Eligibility Evaluation | N/A |
| 4284.1040(b) | Risk Evaluation | N/A |
| 4284.1040(c) | Merit Evaluation | N/A |
| 4284.1040(c) | Merit Evaluation | N/A |
| 4284.1050 | Award Selection | N/A |
| 4284.1051 | Notify Applicants | N/A |
| TBD | Prepare Legal Documents | N/A |
| 4284.1052 | Participate in Alternative Dispute Resolution | N/A |
| 4284.1061 | Monitor Awards | N/A |
| TBD | Disburse Funds | N/A |

TOTAL

**Wage rates calculated below

| GS Level | Hourly Rate | Fringe Benefits (36.35%) |
|----------------------------|--------------------|-------------------------------------|
| GS-13, step 5 (WDC) | \$ 60.83 | \$ 22.05 |
| GS-9, step 5 (WDC) | \$ 35.27 | \$ 12.79 |
| GS-13, step 5 (rest of US) | \$ 53.49 | \$ 19.39 |

| No. of Respondents (D) | Reports Filed Annually (E) | Total Annual Responses (D) X (E) (F) | Estimated No. of Manhours per Response (G) | Estimated Total Manhours (F) X (G) (H) |
|---------------------------|-------------------------------|--|---|--|
| 1 | 1 | 1 | 40 | 40.00 |
| 29 | 1 | 29 | 0.50 | 14.50 |
| 29 | 1 | 29 | 0.50 | 14.50 |
| 29 | 1 | 34 | 0.50 | 17.00 |
| 29 | 1 | 29 | 2.00 | 58.00 |
| 29 | 1 | 29 | 1.00 | 29.00 |
| 29 | 1 | 29 | 4.00 | 116.00 |
| 29 | 1 | 29 | 1.00 | 29.00 |
| 1 | 1 | 1 | 8.00 | 8.00 |
| 29 | 1 | 29 | 1.00 | 29.00 |
| 3 | 1 | 3 | 8.00 | 24.00 |
| 1 | 1 | 1 | 20.00 | 20.00 |
| 3 | 1 | 3 | 60.00 | 180.00 |
| 3 | 12 | 36 | 1.00 | 36.00 |
| | | 282 | | 615.00 |

| Adjusted Rate | Total |
|---------------|---------------------|
| \$ 82.88 | \$ 35,763.10 |
| \$ 48.06 | \$ 3,243.74 |
| \$ 72.88 | \$ 8,454.09 |
| | \$ 47,460.93 |

| Wage** Class | Total Cost (H) X (I) |
|-----------------|-------------------------|
| (I) | (J) |

| | |
|----------|---------------------|
| \$ 82.88 | \$ 3,315.24 |
| \$ 82.88 | \$ 1,201.77 |
| \$ 48.06 | \$ 696.80 |
| \$ 48.06 | \$ 816.94 |
| \$ 82.88 | \$ 4,807.09 |
| \$ 82.88 | \$ 2,403.55 |
| \$ 72.88 | \$ 8,454.09 |
| \$ 82.88 | \$ 2,403.55 |
| \$ 82.88 | \$ 663.05 |
| \$ 82.88 | \$ 2,403.55 |
| \$ 82.88 | \$ 1,989.14 |
| \$ 82.88 | \$ 1,657.62 |
| \$ 82.88 | \$ 14,918.56 |
| \$ 48.06 | \$ 1,729.99 |
| | \$ 47,460.93 |

The estimates provided on the previous sp

Total number of applications 29

Total number of recipients 3

SF-LLL responses 3

Providing Notifications is based only on th

readsheets utilized the following assumptions:

This number is based on the average number of applications received during the last three funding cycles.

This amount is based on the three most recent funding cycles.

This number is based on the expected number of awards over \$100,000 and the nature of the recipient organizations.

e time for RBS personnel to develop the document and assist with the clearance process. It does not include tl

he time of the clearance agencies.