



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

Date: April 7th, 2022

To: Susan Minson
SBA Desk Officer
Office of Management and Budget

From: Terrence Sutherland
Director, Office of Entrepreneurship Education
Office of Entrepreneurial Development

Subject: PRA Non-Substantive Change Request for OMB Control #3245-0423
OMB Approval Date: 02/22/22; Expiration Date: 02/28/2025

SBA's Office of Entrepreneurial Development (OED) requests approval of a non-substantive change request for SBA Form 3516, 'Community Navigators Pilot Program Client and Program Information Form.

The Agency has made a number of small corrections and typo fixes, which will help improve the usability of the form without adding additional burden or impact. Below is a summary of changes.

- Moved 'Ethnicity' question directly after 'Race'
- Reformatted 'Type of Business' responses to exactly match [NAICS Code Categories](#)
- Updated 'Military Service' picklist value to include other types of active military community ('Active Duty, National Guard, or Reserve')
- Removed question 'Urban/Rural' since it was redundant. This information can be determined based on the zip code and census tract of the client's business address, which is already asked in Part I.

If you have any questions concerning this memorandum, please let SBA know.