IMLS CARES Act Grants for Museums and Libraries

3137-XXXX

Application and reporting process	No. of respondents	Frequency	Annual hour burden	How estimated	Cost
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)[1]	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
TOTALS	**60**	**35**	**2,100**	**$58,674.00**			
Ave. time per response		35				2,100	977.9

Note: [1] 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

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
Total	**39.5**	

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

Application forms	Number of Responses (FY2020) Estimate	Number of Respondents for Small Entity Estimate

Percentage of Respondents Reporting Electronically	Programs that use the form*	Percentage of small entities
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