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	**300**	one time	**45.00**	Time required to plan and write grant application, minus hours for completing forms	**$1,257.30**

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	300	45	13,500	$377,190.00	2020		1257.3
TOTALS	**300**	**45**	**13,500**	**$377,190.00**			
Ave. time per response		45				13,500	1257.3

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	45	
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	**49.5**	

Application forms	Number of Responses (FY2020) Estimate	Number of Respondents for Small Entity Estimate
IMLS CARES Act Grants for Museums and Libraries	300	100
totals	**300**	**100**

Percentage of Respondents Reporting Electronically	Programs that use the form	Percentage of small entities
300		0.333333333

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
300	348	45.07	$15,684.36
0	3.5	45.07	$157.75
0	1	45.07	45.07

300	**352.5**		**$15,887.18**	totals