

**BURDEN HOURS FOR APPROVED INSURANCE PROVIDERS TO PROVIDE  
REQUIRED INFORMATION**

Final 2023 Grid

1. Task	2. Estimated Number of Respondents	3. Estimated Number of Responses per Respondent	4. Estimated Total Annual Responses (2 x 3)	5. Estimated Average Time to Respond	6. Estimated Total Burden Hours (4 x 5)
Reporting Information	14	356	4,984	15 minutes (.25)	1,246.0
Late Payment of Debt Administrator Reinstatement	14	22	308	120 minutes (2.0)	616.0
Late Payment of Debt AIP Reinstatement	14	74	1,036	20 minutes (.33)	345.3
Travel time	N/A	N/A	N/A	N/A	0.0
<b>TOTAL</b>	<b>14</b>	<b>452</b>	<b>6,328</b>	<b>21 minutes</b>	<b>2,207.3</b>

<b>Burden</b>	<b>Letter Types</b>	<b>2020</b>	<b>2021</b>
AIP/RMA	Ineligibility Letters/CAT Demand Letters	6,255	4,073
RMA	Cross Servicing Letters	65	60
RMA	Other Letters(A&L, Refunds, Treasury Disputes,	6	4
<b>Total</b>			

<b>Burden</b>	<b>Other Collection Points</b>		
AIP	Late Payment of Debt AIP Reinstatement	954	948
AIP/RMA	Administrator Reinstatement Requests	245	327

<b>Cost to Mail Letters</b>			
	1st Class Postage	0.55	0.58
	Other costs to send letters (paper, etc.)	0.05	0.05
	<b>Total cost to send Letters</b>	<b>0.60</b>	<b>0.63</b>

<b>Burdens</b>			
	AIP Time Burden		
	AIP Wage Burden		
	RMA Time Burden		
	RMA Wage Burden		
	Cost to Mail Letters		
	<b>Total RMA Cost Burden</b>		

2022	Average	Avg Hours	# of Hours based on avg hours
4,609	4,984	0.25	1,246
33	53	0.25	13
45	18	1.00	18
			1,278
5,055			

	Average	Avg Hours	# of Hours
1,200	1,036	0.33	345
353	308	2.00	616

0.60	0.58
0.05	0.05
0.65	0.63

			2,207
		\$ 19.78	\$ 43,661

	Annual Salary		1,894
GS 13 Step 4	\$ 105,123	\$ 50.54	\$ 95,697
		\$ 0.63	\$ 3,168
			\$ 98,865

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