



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

Date: January 22, 2024

To: Office of Management and Budget

From: Louis A. Cupp
Office of Investment and Innovation

Subject: Urgent PRA Non-Substantive Change Request for OMB Control #3245-0063
OMB Approval Date: 08/21/2023; Expiration Date: 08/31/2026

SBA's Office of Investment and Innovation (OII) requests urgent approval of non-substantive and/or technical changes to the architecture of SBA Form 468 Long, SBIC Financial Reports, plus clarifications in the accompanying SBA Form 468 Instructions.

Justification for changes to original submission

The urgency for OMB approval is to allow SBA to send out the corrected versions of SBA Form 468 Long and accompanying Instructions to Small Business Investment Companies (SBICs) to use for 12/31/2023 reporting of audited financial statements.

Between initial testing with the public for reporting 468 data in the last quarterly reporting cycle and preparations to interface 468 submissions with SBIC-WEB and FundHub, several technical items were identified, mostly regarding the locking-down of embedded formulas (so they may not be inadvertently altered by users), general internal inconsistency errors, clarifications, and properly coding of cells to enable adequate parsing of data by SBA once completed forms are submitted to SBA. In addressing these items, corresponding changes were required in the accompanying 468 Instructions.

Circumstances necessitating the collection of information restated.

No other changes were made to the original information collection submission and there is no impact on burden hours associated with the SBA Form 468 Long and accompanying Instructions.

Under separate cover and via email from Lindsey.McCready@sba.gov, OMB will receive an Excel 'log' of non-substantive and/or technical changes to the SBA Form 468 Long and a 'tracked changes' version of the 468 Instructions.

If you have any questions concerning this memorandum, please contact me via email at Louis.Cupp@sba.gov or by phone (202) 365-8687.