

Appendix 5

Calculations for Section 14: EPA Staff Burden Hours & Costs – Program-Specific Forms

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Tables 14.2.1 to 14.2.3: Indian Environmental General Assistance Program (GAP)

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.2.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.2.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.2.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.3.1 to 14.3.3: State and Tribal Indoor Radon Grants

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.3.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.3.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.3.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.4.1 to 14.4.3: Pollution Prevention (P2) Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.4.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.4.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.4.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.5.1 to 14.5.3: Emerging Contaminants in Small or Disadvantaged Communities (EC-SDC) Grants

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.5.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.5.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.5.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.6.1 to 14.6.3: Environmental Finance Center (EFC) Grant Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.6.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.7	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.6.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.6.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.7.1 to 14.7.3: Gulf Hypoxia Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.7.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.95	0.00	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.7.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.7.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$107.81	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.8.1 to 14.8.3: Gulf of Mexico Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.8.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.8.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.8.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.9.1 to 14.9.3: Long Island Sound Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.9.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.9.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.9.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.10.1 to 14.10.3: Reducing Lead in Drinking Water Grants

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.10.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.25	0.25	0.5	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.10.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.10.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$89.87	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.11.1 to 14.11.3: Rural, Small and Tribal Technical Assistance and Training Grant Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.11.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.11.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.11.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.12.1 to 14.12.3: Training and Technical Assistance to Improve Water Quality and Enable Small Public Water Systems to Provide Safe Drinking Water

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.12.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.00	0.00	1.00	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.12.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.12.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$63.46	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.13.1 to 14.13.3: School and Child Care Lead Testing and Reduction Grant Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.13.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.13.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.13.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.14.1 to 14.14.3: Section 319 Nonpoint Source Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.14.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.7	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.14.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.14.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.15.1 to 14.15.3: Tribal Drinking Water Grant Program

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.15.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.15.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	

TABLE 14.15.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.

Tables 14.4.1 to 14.4.3: Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) Grants

Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.

TABLE 14.4.1: PROPORTION of Agency Hours by Staff Role			
Number of Hours: Management (GS-15, Step 1)	Number of Hours: Program Lead (GS-14, Step 1)	Number of Hours: Project Officer (GS-11, Step 1)	Total Proportion
0.05	0.25	0.70	1

Step 2: Calculate loaded and weighted labor cost across all staff roles involved.

TABLE 14.4.2: LOADED WAGE RATES for Agency Staff Wage rate + 60% loading for account for costs of benefits			
Wage Rate/Hour: Management	Wage Rate/Hour: Program Lead	Wage Rate/Hour: Project Officer	
\$125.70 (GS-15, Step 1 wage rate + 60% loading)	\$106.86 (GS-14, Step 1 wage rate + 60% loading)	\$63.46 (GS-11, Step 1 wage rate + 60% loading)	Agency wage rate data used to calculate labor costs gathered from the U.S. Office of Personnel Management Salary Table 2024-DCB , for employees based in the Washington, DC metropolitan area.

TABLE 14.4.3: WEIGHTED LOADED LABOR COSTS for Agency Staff	
Weighted Loaded Hourly Labor Cost	Explanation of Calculations
\$77.42	Weighted Hourly Labor Cost = (Wage rate * proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.

Total burden calculations (hours and costs) are shown in Section 14 – Program-Specific Forms.