

2024-2025 Information Collection Supplement
OMB NO. 0572-0139
Non-Form

The following non-form items are cleared as part of the information collection and details on each item are included in the attached supplemental statement:

Initial Application/Application Processing (Non-Form/Written):

- SAM Registration.
- Identify Relationship with Rural Development Employee(s).
- Organizational Documents - Evidence of Legal Authority and Existence.
- List of Directors and Officers.
- Evidence of Tax-Exempt Status.
- Work Plan (Project Proposal, Scope of Work, and Budget Justification).
- Statement of Experience.
- Pro-forma Balance Sheets and Financial Statements.
- Prior year Audit or Financial Statements.
- Pro-forma Income Statement and Cash Flow.

Post Application (Non-Form/Written)

- SAM Registration Maintenance.
- Audit.
- Project Performance Report.
- Request for Written Approval of Work Plan Changes.
- Grant Agreement.

ITEMS CLEARED IN OTHER PACKAGES BUT INCLUDED IN BURDEN

- 1940-1, Request for Obligation of Funds (cleared under multiple packages).