**Non-Substantive Change Request**

**OMB Control Number 3245-0071**

**Form 1244 - SBA 504 Borrower Information**

**Date Submitted: February 28, 2025**

**Summary of Request:** SBA is requesting a change request to revise questions to align with E.O. 14168 *Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government.* In addition, SBA is adding a selection for the “Purpose of the loan” to include “Other” which CDC will provide the project information in their credit memo. SBA is also removing the Associate of the Applicant signature requirements which should have been removed in the last form update. Form 1244 must be signed by an authorized signer of the Applicant on behalf of all the owners and its associates.

**Description of Changes Requested:** This request updates sex questions used in Form 1244 to be in accordance with EO 14168. Please check the boxes below if your request includes:

[X] Revision of an existing question(s)

[X] Deletion of an existing question(s)

**Description of Changes to Burden: No change**

|  |  |  |
| --- | --- | --- |
| **Form**  | **Approved Burden**  | **Requested Burden**  |
|  |  |  |
| Form 1244 | Total Time: 19,204 hours7,119 respondents2.25 hrs./response for PCLP and ALP2.5 hrs./response for ASM3.5 hrs./response for non-ASM | Total Time: 19,204 hours7,119 respondents2.25 hrs./response for PCLP and ALP2.5 hrs./response for ASM3.5 hrs./response for non-ASM |
|  |   |   |

**Other Considerations:** To expeditiously implement EO 14168 to Form 1244.

**Table A: Description of Changes:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Form** | **Type of Change** | **Question/Item** | **Requested Change** |
| Form 1244, page 1 | Additional selection | Purpose of the loan selection options | Adding “Other” to the selection options. |
| Form 1244, page 2 | Instruction Revision | Instruction to complete Applicant Owner’s Demographic Information | The instruction: Veteran/gender/race/Ethnicity…, change “gender” to “sex”. |
| Form 1244, page 2 | Question Revision | Applicant Owner’s Demographic Information – Gender | Change the term “Gender” to “Sex”. |
| Form 1244, page 2 | Response Deletion | Applicant Owner’s Demographic Information - Gender | Delete the selection option for “Not Disclosed”. |
| Form 1244, page 4 | Deletion signature lines | Associate signature lines | Delete the Associate signature lines since the Authorized signer of EPC/OC is signing on behalf of owner(s) and it should have been removed in the last form update. |
| Form 1244, page 5 | Instruction Revision | For purposes of reporting (optional) demographic Information: Purpose | Purpose: Veteran/gender/race/ethnicity…, change “gender” to “sex”. |
| Form 1244, page 6 | Deletion of Executive Order References | Executive Orders 11988 and 11990 | Delete the reference to Executive Order 11988. Only Executive Order 11990 reference the Floodplain Management and Wetland Protection. |

**Attachments: Form 1244 – SBA 504 Borrower Information Form**