

3137-XXXX

<i><u>Application and reporting process</u></i>	No. of respondents	Frequency	Annual hour burden	How estimated	Cost
Applicants preparing and submitting grant applications	35	one time	40.00	Time required to plan and write grant application, minus hours for completing forms	\$1,133.20



Estimated burden hours and costs for grant applications by grant program

Preparing/submitting grant applications by grant program	Number of Respondents	Time per response (in hours)	Total Burden Hours	Cost (28.33 per hour) ¹	Year	hours for ROCIS / time per response	ROCIS wage/ROCIS hours per 1 response
Native American Enhancement	35	40	1,400	\$39,662.00	2015		1133.2
TOTALS	35	40	1,400	\$39,662.00			
Ave. time per response		40				1,400	1133.2

Note: ¹ Based on current mean average hourly wage for librarians, BLS Occupational Employment and Wages

Application forms	Number of Responses (FY2014)	Number of Respondents for Small Entity (FY2015)	Percentage of Respondents Reporting Electronically (FY2015)	Programs that use the form
NA Enhancement	35	7		
totals	35	7		

Percentage of small entities
19.60

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)	# of responses
NA Basic & Enhancement including SF-424S (data entry, first-check, budget check)	1.16	0	35
Discretionary Applications (IT download)	0	0	0
Discretionary Applications (IT download)	0	0	0

* Average salary of IMLS employees 2015

Hour burden to IMLS	Average salary	\$ burden to IMLS
40.6	41.12	\$1,669.47
3.5	41.12	\$143.92
1	41.12	41.12

	45.1	\$1,854.51	totals
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