

3137-0071

<i>Application and reporting forms</i>	No. of respondents	Frequency	Time per hour response
Application forms	3,105	one time	4.25
Totals: for forms	3,105		

Total Annual hour burden	How estimated	Cost (Hours x \$27.94)
4,444.25	Total of time required to complete forms required for each grant application times number of applications	\$124,172.35
4,444.25		\$124,172.35

Burden Calculation for Generic Forms

Application forms	Number of Responses (FY2015)	Time per response (hours)	Total Burden Hours	Cost (27.94 per hour) ¹
Program Information Sheet	1,377	0.25	344.25	\$9,618.35
Budget form	1,186	3.00	3558.00	\$99,410.52
Digital Stewardship Supplementary Information Form	542	1.00	542.00	\$15,143.48
Totals for application forms	3,105	4.25	4444.25	\$124,172.35
			D6*27.94	\$124,172.35

Note: ¹ Based on median hour wage for librarians & museum workers BLS Occupational Employ.

Burden Calculation for Program Specific Forms				
Application forms by program	Number of Responses (FY2015)	Time per response (hours)	Total Burden Hours	Cost (27.67 per hour) ¹
Laura Bush 21st Century Librarian	116	4.25	493	\$13,774.42
Museums for America (MFA)	521	4.25	2214.25	\$61,866.15
Museum Grants for African American History and Culture	38	4.25	161.5	\$4,512.31
National Leadership Grant (includes Sparks!)*	436	4.25	1853	\$51,772.82
National Medal for Museum/Library Services**	126	0.08	10.08	\$281.64
Native American Library Services Grants : Basic	191	0.5	95.5	\$2,668.27
Native American Library Services Grants : Enhancement	43	4.25	182.75	\$5,106.04
Native American/Native Hawaiian Museum Services	32	4.25	136	\$3,799.84
TOTALS	1503		5146.08	\$143,781.48
			9590.33	\$267,953.82

*NLG Libraries & Museums + Sparks Breakdown

NLG Libraries	265	4.25	1126.25	\$31,467.43
NLG Museums	65	4.25	276.25	\$7,718.43

Sparks Libraries	66	4.25	280.5	\$7,837.17
Sparks Museums	40	4.25	170	\$4,749.80
	436			\$51,772.82

** 2016 NMMLS

Programs that use the form				min/hr	Cost per response/ROCI S
All except National Medal and State Programs				15 minutes	6.985000
All except NAG Basic, National Medal, and State Programs				3 hours	83.820000 IC + Instru
LB21, MFA, AAHC, NLG (incl. Sparks), NA-Enhancement, NANH				60 minutes	27.940000

ment and Wages, May 2015

				2014
	PIS	Budget form	Dig	
	116	116	40	
	521	521	277	
	38	38	16	
	436	436	178	
	0	0	0	
	191	0	0	
	43	43	15	
	32	32	16	
	1377	1186	542	
				3105

ctions for completing budget documents

Application forms	Number of Responses (FY2014)	Number of Respondents for Small Entity (FY2014)
Program Information Sheet	1,377	300
Budget form	1,186	250
Digital Stewardship Supplementary Information Form	542	100
	3,105	650
all 3	3,105	650
Program info	1,377	300
Program info & Budget	2,563	550

Apps		
Laura Bush 21st Century Librarian	116	21
Museums for America (MFA)	521	119.11
Museum Grants for African American History and Culture	38	7
National Leadership Grant (includes Sparks!) *	436	76
National Medal for Museum/Library Services	159	40
Native American Library Services Grants: Basic	191	60
Native American Library Services Grants: Enhancement	43	7
Native American/Native Hawaiian Museum Services	32	7
Grants to State Libraries Program - five year plan	56	0
Museum Assessment Program	130	33
		370.11

<u>NLG Breakdown</u>		
NLG Libraries	265	39
NLG Museums	65	16
Sparks Libraries	66	15
Sparks Museums	<u>40</u>	6

Percentage of Respondents Reporting Electronically (FY2014)	Programs that use the form	Percentage of small entities
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100% All except National Medal and State Programs

100% All except NAG Basic, National Medal, and State Programs

100% LB21, MFA, AAHC, NLG (incl. Sparks), NA-Enhancement, NANH

21.50%
21.77%
22.16%

		21.50%
		21.50%
		21.50%
		21.50%
		25.00%
		21.77%
		21.50%
		21.50%
		0.00%
		25.00%

		21.50%
		21.50%
		21.50%
		21.50%

Process	OMS/OLS average time to process one (hours)	GrantsAdmin average time to process one (hours)	# of responses
PIS, Budget & Digital	0.5	0	1377

All grants -
NMMLS & G2S

Hour burden to IMLS	Average salary	\$ burden to IMLS
688.5	41.12	\$28,311.12