

BioRefinery Assistance Program

Reference	Title	Form No. (f Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)	3-Year Average Annual Responses	3-Year Average Est Total Man-Hours	3-Year Average Cost			
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)						
PROCESSING - REPORTING REQUIREMENTS															
4279.16	Appeals	written	3	1	3	12.00	36	\$60	\$2,160	1	12	\$720			
4279.75	Sale or assignment of guarantee	written	3	on occasion	3	0.50	2	\$60	\$90	1	1	\$30			
4279.78	Repurchase from holder	written	6	on occasion	6	2.50	15	\$60	\$900	2	5	\$300			
4279.84	Replacement of document	written	6	on occasion	6	2.00	12	\$60	\$720	2	4	\$240			
4279.126(b)	Interest rate change	written	9	on occasion	9	0.50	5	\$60	\$270	3	2	\$90			
4279.143(a)	Hazard insurance	assignment	14	on occasion	14	1.50	21	\$60	\$1,260	5	7	\$420			
4279.143(b-c)	Life insurance	assignment	28	on occasion	28	1.50	42	\$60	\$2,520	9	14	\$840			
4279.143(d-e)	Flood and other insurance	assignment	14	1	14	1.50	21	\$60	\$1,260	5	7	\$420			
4279.144	Appraisal reports	written	70	1	70	8.00	560	\$60	\$33,600	23	187	\$11,200			
4279.161(b)(3)	Request for Environmental Information	RD 1940-20 [0575-0094]	70	1	70	6.00	420	\$60	\$25,200	23	140	\$8,400			
4279.174(a,b)	Transfer of lenders	written	0	1	0	1.00	0	\$60	\$0	0	0	\$0			
4279.180	Changes in borrower	written	0	1	0	1.00	0	\$60	\$0	0	0	\$0			
4279.181(a-o) and 4279.281(a-g)	Conditions precedent to issuance of guarantee	written	23	1	23	4.00	92	\$60	\$5,520	8	31	\$1,840			
4279.186	Issuance of the guarantee	written	23	1	23	1.00	23	\$60	\$1,380	8	8	\$460			
4279.187	Refusal to execute loan note guarantee	written	0	1	0	3.00	0	\$60	\$0	0	0	\$0			
4279.256	Construction Planning and Performing Development	written	23	1	23	8.00	184	\$60	\$11,040	8	61	\$3,680			
4279.256(f)	Construction reports - quarterly	written	23	4	92	4.00	368	\$60	\$22,080	31	123	\$7,360			
4279.261	Application Narrative - New Construction	written	43	1	43	22.00	946	\$60	\$56,760	14	315	\$18,920			
4279.261	Application Narrative - Retrofit	written	27	1	27	18.00	486	\$60	\$29,160	9	162	\$9,720			
4279.261(b),(k)	Lender credit quality analysis, including verification	written	70	1	70	2.00	140	\$60	\$8,400	23	47	\$2,800			
4279.261(b)(4)(i)	Personal credit reports	written	14	1	14	1.00	14	\$60	\$840	5	5	\$280			
4279.261(b)(4)(ii)	Commercial credit reports	written	70	1	70	1.00	70	\$60	\$4,200	23	23	\$1,400			
4279.261(c)	Financial Statements - Construction	written	43	1	43	9.00	387	\$60	\$23,220	14	129	\$7,740			
4279.261(c)	Financial Statements - Retrofit	written	27	1	27	9.00	243	\$60	\$14,580	9	81	\$4,860			
4279.261(d)	Feasibility Studies - Construction	written	43	1	43	48.00	2,064	\$70	\$144,480	14	128	\$9,480			
4279.261(d)	Feasibility Studies - Retrofit	written	27	1	27	40.00	1,080	\$70	\$75,600	9	80	\$25,200			
4279.261(i)	Proposed/sample loan agreement	RD 400-1 [0575-0018]	70	1	70	2.00	140	\$60	\$8,400	23	47	\$2,800			
4279.281(a)	Certification for contracts, grants, and loans," 7 CFR 3018.110, if loan exceeds \$150,000	RD 1940-Q Exhibit A-2	23	1	23	0.25	6	\$60	\$345	8	2	\$115			
4279.290(a)	Requirements after construction, periodic reports	written	23	1	23	2.00	46	\$60	\$2,760	8	15	\$920			
4279.290(b)	Annual Lender inspections	visit	45	1	45	8.00	360	\$60	\$21,600	15	120	\$7,200			
Subtotal										909	7,882	\$498,345	303	2,594	\$166,115
REPORTING REQUIREMENTS - FORMS															
LOAN APPLICATIONS															
4279.261	Application for a loan guarantee	RD 4279-1 [0570-0017]	70	1	70	4.00	280	\$60	\$16,800	23	93	\$5,600			
	Disclosure of Lobbying Activities	SF LLL [00348-0046]	70	1	70	0.16	11	\$60	\$672	23	4	\$224			
	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	70	1	70	0.25	18	\$60	\$1,050	23	6	\$350			
	Equal Opportunity Agreement	RD 400-1 [0575-0018]	70	1	70	0.16	11	\$60	\$672	23	4	\$224			
	Assurance Agreement	RD 400-4 [0575-0018]	70	1	70	0.25	18	\$60	\$1,050	23	6	\$350			
LOAN APPROVAL AND OBLIGATING FUNDS															
4279.173	Conditional Commitment	RD 4279-3 [0570-0017]	23	1	23	1.50	35	\$60	\$2,070	8	12	\$690			
BASIC GUARANTEE AND LOAN PROVISIONS															
4279.186(a)	Lender's Agreement	RD 4279-4 [0570-0017]	23	1	23	2.00	46	\$60	\$2,760	8	15	\$920			
4279.186(a)(3)	Guaranteed loan closing report	RD 1980-19 [0575-0137]	23	1	23	1.00	23	\$60	\$1,380	8	8	\$460			
4279.75(a)	Assignment guaranteed agreement	RD 4279-6 [0570-0017]	23	1	23	0.33	8	\$60	\$455	8	3	\$152			
Subtotal										442	448	\$26,909	147	149	\$6,970
Grand Total					1,351		8,230		\$525,254	450	2,743	\$175,085			

PERCENT OF COSTS BY ENTITY					
Borrower Individual	Borrower Private	Borrower Not Individ	Borrower Tribal	State/Private	State/Local Tribal
100.00%	0.00%	0.00%	0.00%	100.00%	0.00%

BREAKOUT OF COSTS BY TYPE OF ENTITY						
Lender	Borrower Individual	Borrower Private	Borrower Not Individ	Borrower Tribal	Private	State/Local Tribal
\$720	\$0	\$0	\$0	\$0	\$720	\$0

SERVICING - REPORTING REQUIREMENTS

4287.107(b)	Loan classification	written	23	1	23	0.50	12	\$60	\$690	8	4	\$230				
4287.107(c)	Agency and lender conference	written	23	1	23	1.50	35	\$60	\$2,070	8	12	\$690				
4287.107(d)	Financial reports - quarterly	written	23	4	92	0.50	46	\$60	\$2,760	31	15	\$920				
4287.107(d)	Audited Financial Reports - annually	written	23	1	23	2.00	46	\$60	\$2,760	8	15	\$920				
4287.107(f)	Borrower visits	visit	23	1	23	2.00	46	\$60	\$2,760	8	15	\$920				
4287.112	Interest rate change	written	6	1	6	0.50	3	\$60	\$180	2	1	\$60				
4287.123	Subordination of lien position	written	12	1	12	2.00	24	\$60	\$1,440	4	8	\$480				
4287.134(a)	Credit reports	written	0	1	0	0.50	0	\$60	\$0	0	0	\$0				
4287.134(a)(g)	Transfer and assumption	written	0	1	0	3.50	0	\$60	\$0	0	0	\$0				
4287.134(c)	Appraisal reports	written	0	1	0	1.00	0	\$60	\$0	0	0	\$0				
4287.135	Substitution of lender	written	4	1	4	1.00	4	\$60	\$240	1	1	\$60				
4287.156	Protective advances	written	6	1	6	1.00	6	\$60	\$360	2	2	\$120				
4287.157(c)	Liquidation plan	written	6	1	6	6.00	36	\$60	\$2,160	2	12	\$720				
4287.157(f)	Acceleration	written	6	1	6	0.50	3	\$60	\$180	2	1	\$60				
4287.157(h)	Accounting and reports	written	6	1	6	0.50	3	\$60	\$180	2	1	\$60				
4287.180	Termination of guarantee	written	6	1	6	0.50	3	\$60	\$180	2	1	\$60				
4287.307(e)	Release of collateral	written	6	1	6	2.00	12	\$60	\$720	2	4	\$240				
4287.307(m)	Annual report if lender receives final loss report	written	6	1	6	0.16	1	\$60	\$55	2	0	\$19				
Subtotal										248	279	\$0	\$15,738	83	93	\$5,579
FORMS																
4287.307(a)	Guaranteed Loan Status Report	RD 1980-41 [0570-0016]	45	4	180	0.33	59	\$60	\$3,564	60	20	\$1,188				
4287.307(b)	Guaranteed loan delinquent status borrower	RD 1980-44 [0570-0016]	5	12	60	0.33	20	\$60	\$1,188	20	7	\$396				
4287.158(c)	Loan Note Guarantee report of loss	RD 449-30 [0575-0137]	6	1	6	25.00	150	\$60	\$9,000	2	50	\$3,000				
4287.157(f)	Lender's Guaranteed loan payment to USDA	RD 1980-43 [0575-0137]	45	1	45	0.50	23	\$60	\$1,350	15	8	\$450				
Subtotal										291	252	\$15,102	97	84	\$5,034	
Grand Total - Servicing					539		531		\$31,840	180	177	\$10,613				
GRAND TOTALS					1,890		8,761		\$557,094	630	2,920	\$185,698				

\$5,271	\$0	\$2,699	\$0	\$8,970	\$0
\$148,736	\$0	\$26,349	\$0	\$175,085	\$0

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
PROCESSING - REPORTING REQUIREMENTS									
4279.16	Appeals	written	1	1	1	12.00	12	\$60	\$720
4279.75	Sale or assignment of guarantee	written	1	on occasion	1	0.50	1	\$60	\$30
4279.78	Repurchase from holder	written	1	on occasion	1	2.50	3	\$60	\$150
4279.84	Replacement of document	written	1	on occasion	1	2.00	2	\$60	\$120
4279.125(b)	Interest rate change	letter	3	on occasion	3	0.50	2	\$60	\$90
4279.143(a)	Hazard insurance	assignment	5	on occasion	5	1.50	8	\$60	\$450
4279.143(b-c)	Life insurance	assignment	10	on occasion	10	1.50	15	\$60	\$900
4279.143(d-e)	Flood and other insurance	assignment	5	1	5	1.50	8	\$60	\$450
4279.144	Appraisal reports	written	10	1	10	8.00	80	\$60	\$4,800
4279.161(b)(3)	Request for Environmental Information	RD 1940-20 [0575-0094]	10	1	10	6.00	60	\$60	\$3,600
4279.174(a-b)	Transfer of lenders	written	0	1	0	1.00	0	\$60	\$0
4279.180	Changes in borrower	written	0	1	0	1.00	0	\$60	\$0
4279.181(a-o) and	Conditions precedent to issuance of guarantee	written	5	1	5	4.00	20	\$60	\$1,200
4279.186	Issuance of the guarantee	written	5	1	5	1.00	5	\$60	\$300
4279.187	Refusal to execute loan note guarantee	written	0	1	0	3.00	0	\$60	\$0
4279.256	Construction Planning and Performing Development	written	5	1	5	8.00	40	\$60	\$2,400
4279.256(f)	Construction reports - quarterly	written	5	4	20	4.00	80	\$60	\$4,800
4279.261	Application Narrative - New Construction	written	8	1	8	22.00	176	\$60	\$10,560
4279.261	Application Narrative - Retrofit	\$0	2	1	2	18.00	36	\$60	\$2,160
4279.261(b)	Lender credit quality analysis, including certification	written	10	1	10	2.00	20	\$60	\$1,200
4279.261(b)(4)(i)	Personal credit reports	written	2	1	2	1.00	2	\$60	\$120
4279.261(b)(4)(ii)	Commercial credit reports	written	10	1	10	1.00	10	\$60	\$600
4279.261(c)	Financial Statements - Construction	written	8	1	8	9.00	72	\$60	\$4,320
4279.261(c)	Financial Statements - Retrofit	written	2	1	2	9.00	18	\$60	\$1,080
4279.261(f)	Feasibility Studies - Construction	written	8	1	8	48.00	384	\$70	\$26,880
4279.261(f)	Feasibility Studies - Retrofit	written	2	1	2	40.00	80	\$70	\$5,600
4279.261(j)	Proposed/sample loan agreement	written	10	1	10	2.00	20	\$60	\$1,200
4279.281(a)	Certification for contracts, grants, and loans," 7 CFR 3018.110, if loan exceeds \$150,000	RD 1940-Q, Exhibit A-2	5	1	5	0.25	1	\$60	\$75
4279.290(a)	Requirements after construction, periodic reports	written	5	1	5	2.00	10	\$60	\$600
4279.290(a)	Annual Lender inspections	visit	5	1	5	8.00	40	\$60	\$2,400
	Subtotal				159		1,203		\$76,805
REPORTING REQUIREMENTS - FORMS									
LOAN APPLICATIONS									
4279.261	Application for a loan guarantee	RD 4279-1 [0570-0017]	10	1	10	4.00	40	\$60	\$2,400
	Disclosure of Lobbying Activities	SF LLL [00348-0046]	10	1	10	0.16	2	\$60	\$96
	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	10	1	10	0.25	3	\$60	\$150
	Equal Opportunity Agreement	RD 400-1 [0575-0018]	10	1	10	0.16	2	\$60	\$96
	Assurance Agreement	RD 400-4 [0575-0018]	10	1	10	0.25	3	\$60	\$150
LOAN APPROVAL AND OBLIGATING FUNDS									
4279.173	Conditional Commitment	RD 4279-3 [0570-0017]	5	1	5	1.50	8	\$60	\$450
BASIC GUARANTEE AND LOAN PROVISIONS									
4279.186(a)	Lender's Agreement	RD 4279-4 [0570-0017]	5	1	5	2.00	10	\$60	\$600
4279.186(a)(3)	Guaranteed loan closing report	RD 1980-19 [0575-0137]	5	1	5	1.00	5	\$60	\$300
4279.75(a)	Assignment guaranteed agreement	RD 4279-6 [0570-0017]	5	1	5	0.33	2	\$60	\$99
	Subtotal				70		72		\$4,341
	Grand Total				229		1,275		\$81,146

BioRefinery Assistance Program

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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	
PROCESSING - REPORTING REQUIREMENTS										
4279.16	Appeals	written	1	1	1	12.00	12	\$60	\$720	
4279.75	Sale or assignment of guarantee	written	1	on occasion	1	0.50	1	\$60	\$30	
4279.78	Repurchase from holder	written	3	on occasion	3	2.50	8	\$60	\$450	
4279.84	Replacement of document	written	3	on occasion	3	2.00	6	\$60	\$360	
4279.125(b)	Interest rate change	letter	3	on occasion	3	0.50	2	\$60	\$90	
4279.143(a)	Hazard insurance	assignment	6	on occasion	6	1.50	9	\$60	\$540	
4279.143(b-c)	Life insurance	assignment	12	on occasion	12	1.50	18	\$60	\$1,080	
4279.143(d-e)	Flood and other insurance	assignment	6	1	6	1.50	9	\$60	\$540	
4279.144	Appraisal reports	written	30	1	30	8.00	240	\$60	\$14,400	
4279.161(b)(3)	Request for Environmental Information	RD 1940-20 [0575-0094]	30	1	30	6.00	180	\$60	\$10,800	
4279.174(a-b)	Transfer of lenders	written	0	1	0	1.00	0	\$60	\$0	
4279.180	Changes in borrower	written	0	1	0	1.00	0	\$60	\$0	
4279.181(a-o) and 4279.281(a-g)	Conditions precedent to issuance of guarantee	written	12	1	12	4.00	48	\$60	\$2,880	
4279.186	Issuance of the guarantee	written	12	1	12	1.00	12	\$60	\$720	
4279.187	Refusal to execute loan note guarantee	written	0	1	0	3.00	0	\$60	\$0	
4279.256	Construction Planning and Performing Development	written	12	1	12	8.00	96	\$60	\$5,760	
4279.256(f)	Construction reports - quarterly	written	12	4	48	4.00	192	\$60	\$11,520	
4279.261	Application Narrative - New Construction	written	15	1	15	22.00	330	\$60	\$19,800	
4279.261	Application Narrative - Retrofit	\$0	15	1	15	18.00	270	\$60	\$16,200	
4279.261(b)	Lender credit quality analysis, including certification	written	30	1	30	2.00	60	\$60	\$3,600	
4279.261(b)(4)(i)	Personal credit reports	written	6	1	6	1.00	6	\$60	\$360	
4279.261(b)(4)(ii)	Commercial credit reports	written	30	1	30	1.00	30	\$60	\$1,800	
4279.261(c)	Financial Statements - Construction	written	15	1	15	9.00	135	\$60	\$8,100	
4279.261(c)	Financial Statements - Retrofit	written	15	1	15	9.00	135	\$60	\$8,100	
4279.261(f)	Feasibility Studies - Construction	written	15	1	15	48.00	720	\$70	\$50,400	
4279.261(f)	Feasibility Studies - Retrofit	written	15	1	15	40.00	600	\$70	\$42,000	
4279.261(j)	Proposed/sample loan agreement	written	30	1	30	2.00	60	\$60	\$3,600	
4279.281(a)	Certification for contracts, grants, and loans," 7 CFR 3018.110, if loan exceeds \$150,000	RD 1940-Q, Exhibit A-2	12	1	12	0.25	3	\$60	\$180	
4279.290(a)	Requirements after construction, periodic reports	written	12	1	12	2.00	24	\$60	\$1,440	
4279.290(a)	Annual Lender inspections	visit	17	1	17	8.00	136	\$60	\$8,160	
	Subtotal				406		3,341		\$213,630	
REPORTING REQUIREMENTS - FORMS										
LOAN APPLICATIONS										
4279.261	Application for a loan guarantee	RD 4279-1 [0570- 0017]	30	1	30	4.00	120	\$60	\$7,200	
	Disclosure of Lobbying Activities	SF LLL [00348- 0046]	30	1	30	0.16	5	\$60	\$288	
	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	30	1	30	0.25	8	\$60	\$450	
	Equal Opportunity Agreement	RD 400-1 [0575- 0018]	30	1	30	0.16	5	\$60	\$288	
	Assurance Agreement	RD 400-4 [0575- 0018]	30	1	30	0.25	8	\$60	\$450	
LOAN APPROVAL AND OBLIGATING FUNDS										
4279.173	Conditional Commitment	RD 4279-3 [0570- 0017]	12	1	12	1.50	18	\$60	\$1,080	
BASIC GUARANTEE AND LOAN PROVISIONS										
4279.186(a)	Lender's Agreement	RD 4279-4 [0570- 0017]	12	1	12	2.00	24	\$60	\$1,440	
4279.186(a)(3)	Guaranteed loan closing report	RD 1980-19 [0575-0137]	12	1	12	1.00	12	\$60	\$720	

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)		
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)		
4279.75(a)	Assignment guaranteed agreement	RD 4279-6 [0570-0017]	12	1	12	0.33	4	\$60	\$238		
	Subtotal				198		203		\$12,154		
	Grand Total				604		3,543		\$225,784		
NOTE 1:	Estimate of number of loans guaranteed. Available program funding level approximately \$675 million. Average reconstruction = \$25 million; new construction = \$80 million or \$120 million. Assumes 6 new construction projects are approved and 6 reconstruction projects are approved as follows: 6 reconstruction x \$25 million plus 5 x \$80 million plus 1 x \$120 = \$670 million.										
NOTE 2:	Estimate of number of applications. The program is better known in the second year, so more applications are anticipated. Because of economic conditions, it is anticipated that the ratio of new construction vs reconstruction will be closer to 50/50 than in year one. Assumed total number of applications will triple compared to year one.										

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(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
PROCESSING - REPORTING REQUIREMENTS									
4279.16	Appeals	written	1	1	1	12.00	12	\$60	\$720
4279.75	Sale or assignment of guarantee	written	1	on occasion	1	0.50	1	\$60	\$30
4279.78	Repurchase from holder	written	2	on occasion	2	2.50	5	\$60	\$300
4279.84	Replacement of document	written	2	on occasion	2	2.00	4	\$60	\$240
4279.125(b)	Interest rate change	letter	3	on occasion	3	0.50	2	\$60	\$90
4279.143(a)	Hazard insurance	assignment	3	on occasion	3	1.50	5	\$60	\$270
4279.143(b-c)	Life insurance	assignment	6	on occasion	6	1.50	9	\$60	\$540
4279.143(d-e)	Flood and other insurance	assignment	3	1	3	1.50	5	\$60	\$270
4279.144	Appraisal reports	written	30	1	30	8.00	240	\$60	\$14,400
4279.161(b)(3)	Request for Environmental Information	RD 1940-20 [0575-0094]	30	1	30	6.00	180	\$60	\$10,800
4279.174(a-b)	Transfer of lenders	written	0	1	0	1.00	0	\$60	\$0
4279.180	Changes in borrower	written	0	1	0	1.00	0	\$60	\$0
4279.181(a-o) and	Conditions precedent to issuance of guarantee	written	6	1	6	4.00	24	\$60	\$1,440
4279.186	Issuance of the guarantee	written	6	1	6	1.00	6	\$60	\$360
4279.187	Refusal to execute loan note guarantee	written	0	1	0	3.00	0	\$60	\$0
4279.256	Construction Planning and Performing Development	written	6	1	6	8.00	48	\$60	\$2,880
4279.256(f)	Construction reports - quarterly	written	6	4	24	4.00	96	\$60	\$5,760
4279.261	Application Narrative - New Construction	written	20	1	20	22.00	440	\$60	\$26,400
4279.261	Application Narrative - Retrofit	\$0	10	1	10	18.00	180	\$60	\$10,800
4279.261(b)	Lender credit quality analysis, including certification	written	30	1	30	2.00	60	\$60	\$3,600
4279.261(b)(4)(i)	Personal credit reports	written	6	1	6	1.00	6	\$60	\$360
4279.261(b)(4)(ii)	Commercial credit reports	written	30	1	30	1.00	30	\$60	\$1,800
4279.261(c)	Financial Statements - Construction	written	20	1	20	9.00	180	\$60	\$10,800
4279.261(c)	Financial Statements - Retrofit	written	10	1	10	9.00	90	\$60	\$5,400
4279.261(f)	Feasibility Studies - Construction	written	20	1	20	48.00	960	\$70	\$67,200
4279.261(f)	Feasibility Studies - Retrofit	written	10	1	10	40.00	400	\$70	\$28,000
4279.261(j)	Proposed/sample loan agreement	written	30	1	30	2.00	60	\$60	\$3,600
4279.281(a)	Certification for contracts, grants, and loans," 7 CFR 3018.110, if loan exceeds \$150,000	RD 1940-Q, Exhibit A-2	6	1	6	0.25	2	\$60	\$90
4279.290(a)	Requirements after construction, periodic reports	written	6	1	6	2.00	12	\$60	\$720
4279.290(a)	Annual Lender inspections	visit	23	1	23	8.00	184	\$60	\$11,040
	Subtotal				344		3,239		\$207,910
REPORTING REQUIREMENTS - FORMS									
LOAN APPLICATIONS									
4279.261	Application for a loan guarantee	RD 4279-1 [0570-0017]	30	1	30	4.00	120	\$60	\$7,200
	Disclosure of Lobbying Activities	SF LLL [00348-0046]	30	1	30	0.16	5	\$60	\$288
	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	30	1	30	0.25	8	\$60	\$450
	Equal Opportunity Agreement	RD 400-1 [0575-0018]	30	1	30	0.16	5	\$60	\$288
	Assurance Agreement	RD 400-4 [0575-0018]	30	1	30	0.25	8	\$60	\$450
LOAN APPROVAL AND OBLIGATING FUNDS									
4279.173	Conditional Commitment	RD 4279-3 [0570-0017]	6	1	6	1.50	9	\$60	\$540
BASIC GUARANTEE AND LOAN PROVISIONS									
4279.186(a)	Lender's Agreement	RD 4279-4 [0570-0017]	6	1	6	2.00	12	\$60	\$720
4279.186(a)(3)	Guaranteed loan closing report	RD 1980-19 [0575-0137]	6	1	6	1.00	6	\$60	\$360
4279.75(a)	Assignment guaranteed agreement	RD 4279-6 [0570-0017]	6	1	6	0.33	2	\$60	\$119

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	Subtotal				174		174		\$10,415
	Grand Total				518		3,412		\$218,325
<p>NOTE 1: Estimate of number of loans guaranteed. Available program funding level approximately \$450 million. Average reconstruction = \$25 million; new construction = \$80 million or \$120 million. Assumes 4 new construction projects are approved and 2 reconstruction projects are approved as follows: 2 reconstruction x \$25 million plus 2 x \$80 million plus 2 x \$120 = \$450 million.</p>									
<p>NOTE 2: Estimate of number of applications. The program is better known than in the first year, so more applications are anticipated. Because of the limited number of likely facilities that can apply, it is anticipated that the same number of applications will be received in year 3 as in year 2. However, it is anticipated that the ratio of new construction vs reconstruction will increase because of more favorable economic conditions compared to year 2.</p>									

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
SERVICING - REPORTING REQUIREMENTS									
4287.107(b)	Loan classification	written	5	1	5	0.50	3	\$60	\$150
4287.107(c)	Agency and lender conference	written	5	1	5	1.50	8	\$60	\$450
4287.107(d)	Financial reports - quarterly	written	5	4	20	0.50	10	\$60	\$600
4287.107(d)	Audited Financial reports - annually	written	5	1	5	2.00	10	\$60	\$600
4287.107(f)	Borrower visits	visit	5	1	5	2.00	10	\$60	\$600
4287.112	Interest rate change	written	1	1	1	0.50	1	\$60	\$30
4287.123	Subordination of lien position	written	2	1	2	2.00	4	\$60	\$240
4287.134(a)	Credit reports	written	0	1	0	0.50	0	\$60	\$0
4287.134(a)(g)	Transfer and assumption	written	0	1	0	3.50	0	\$60	\$0
4287.134(c)	Appraisal reports	written	0	1	0	1.00	0	\$60	\$0
4287.135	Substitution of lender	written	1	1	1	1.00	1	\$60	\$60
4287.156	Protective advances	written	1	1	1	1.00	1	\$60	\$60
4287.157(c)	Liquidation plan	written	1	1	1	6.00	6	\$60	\$360
4287.157(f)	Acceleration	written	1	1	1	0.50	1	\$60	\$30
4287.157(h)	Accounting and reports	written	1	1	1	0.50	1	\$60	\$30
4287.180	Termination of guarantee	written	1	1	1	0.50	1	\$60	\$30
4287.307(e)	Release of collateral	written	1	1	1	2.00	2	\$60	\$120
4287.307(m)	Annual report if lender receives final loss report	written	1	1	1	0.16	0	\$60	\$10
FORMS					51		56		\$3,370
4287.307(a)	Guaranteed Loan Status Report	RD 1980-41 [0570-0016]	5	4	20	0.33	7	\$60	\$396
4287.307(b)	Guaranteed loan delinquent status borrower	RD 1980-44 [0570-0016]	1	12	12	0.33	4	\$60	\$238
4287.158(c)	Loan Note Guarantee report of loss	RD 449-30 [0575-0137]	1	1	1	25.00	25	\$60	\$1,500
4287.157(i)	Lender's Guaranteed loan payment to USDA	RD 1980-43 [0575-0137]	5	1	5	0.50	3	\$60	\$150
Subtotal					38		38		\$2,284
Grand Total					89		94		\$5,653

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)	
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	
SERVICING - REPORTING REQUIREMENTS										
4287.107(b)	Loan classification	written	12	1	12	0.50	6	\$60	\$360	
4287.107(c)	Agency and lender conference	written	12	1	12	1.50	18	\$60	\$1,080	
4287.107(d)	Financial reports - quarterly	written	12	4	48	0.50	24	\$60	\$1,440	
4287.107(d)	Audited Financial reports - annually	written	12	1	12	2.00	24	\$60	\$1,440	
4287.107(f)	Borrower visits	visit	12	1	12	2.00	24	\$60	\$1,440	
4287.112	Interest rate change	written	3	1	3	0.50	2	\$60	\$90	
4287.123	Subordination of lien position	written	6	1	6	2.00	12	\$60	\$720	
4287.134(a)	Credit reports	written	0	1	0	0.50	0	\$60	\$0	
4287.134(a)(g)	Transfer and assumption	written	0	1	0	3.50	0	\$60	\$0	
4287.134(c)	Appraisal reports	written	0	1	0	1.00	0	\$60	\$0	
4287.135	Substitution of lender	written	1	1	1	1.00	1	\$60	\$60	
4287.156	Protective advances	written	3	1	3	1.00	3	\$60	\$180	
4287.157(c)	Liquidation plan	written	3	1	3	6.00	18	\$60	\$1,080	
4287.157(f)	Acceleration	written	3	1	3	0.50	2	\$60	\$90	
4287.157(h)	Accounting and reports	written	3	1	3	0.50	2	\$60	\$90	
4287.180	Termination of guarantee	written	3	1	3	0.50	2	\$60	\$90	
4287.307(e)	Release of collateral	written	3	1	3	2.00	6	\$60	\$360	
4287.307(m)	Annual report if lender receives final loss report	written	3	1	3	0.16	0	\$60	\$29	
FORMS					127		142		\$8,549	
4287.307(a)	Guaranteed Loan Status Report	RD 1980-41 [0570-0016]	17	4	68	0.33	22	\$60	\$1,346	
4287.307(b)	Guaranteed loan delinquent status borrower	RD 1980-44 [0570-0016]	2	12	24	0.33	8	\$60	\$475	
4287.158(c)	Loan Note Guarantee report of loss	RD 449-30 [0575-0137]	3	1	3	25.00	75	\$60	\$4,500	
4287.157(i)	Lender's Guaranteed loan payment to USDA	RD 1980-43 [0575-0137]	17	1	17	0.50	9	\$60	\$510	
	Subtotal				112		114		\$6,832	
	Grand Total				239		256		\$15,380	
NOTE 1: Estimate of number of loans guaranteed. Available program funding level approximately \$675 million. Average reconstruction = \$25 million; new construction = \$80 million or \$120 million. Assumes 6 new construction projects are approved and 6 reconstruction projects are approved as follows: 6 reconstruction x \$25 million plus 5 x \$80 million plus 1 x \$120 = \$670 million.										
NOTE 2: Estimate of number of applications. The program is better known in the second year, so more applications are anticipated. Because of economic conditions, it is anticipated that the ratio of new construction vs reconstruction will be closer to 50/50 than in year one. Assumed total number of applications will triple compared to year one.										

BioRefinery Assistance Program

Reference	Title	Form No. (if Any)	Est. No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. of Man hours Per Response	Est. Total Man-hours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
SERVICING - REPORTING REQUIREMENTS									
4287.107(b)	Loan classification	written	6	1	6	0.50	3	\$60	\$180
4287.107(c)	Agency and lender conference	written	6	1	6	1.50	9	\$60	\$540
4287.107(d)	Financial reports - quarterly	written	6	4	24	0.50	12	\$60	\$720
4287.107(d)	Audited Financial reports - annually	written	6	1	6	2.00	12	\$60	\$720
4287.107(f)	Borrower visits	visit	6	1	6	2.00	12	\$60	\$720
4287.112	Interest rate change	written	2	1	2	0.50	1	\$60	\$60
4287.123	Subordination of lien position	written	4	1	4	2.00	8	\$60	\$480
4287.134(a)	Credit reports	written	0	1	0	0.50	0	\$60	\$0
4287.134(a)(g)	Transfer and assumption	written	0	1	0	3.50	0	\$60	\$0
4287.134(c)	Appraisal reports	written	0	1	0	1.00	0	\$60	\$0
4287.135	Substitution of lender	written	2	1	2	1.00	2	\$60	\$120
4287.156	Protective advances	written	2	1	2	1.00	2	\$60	\$120
4287.157(c)	Liquidation plan	written	2	1	2	6.00	12	\$60	\$720
4287.157(f)	Acceleration	written	2	1	2	0.50	1	\$60	\$60
4287.157(h)	Accounting and reports	written	2	1	2	0.50	1	\$60	\$60
4287.180	Termination of guarantee	written	2	1	2	0.50	1	\$60	\$60
4287.307(e)	Release of collateral	written	2	1	2	2.00	4	\$60	\$240
4287.307(m)	Annual report if lender receives final loss report	written	2	1	2	0.16	0	\$60	\$19
FORMS					70		80		\$4,819
4287.307(a)	Guaranteed Loan Status Report	RD 1980-41 [0570-0016]	23	4	92	0.33	30	\$60	\$1,822
4287.307(b)	Guaranteed loan delinquent status borrower	RD 1980-44 [0570-0016]	2	12	24	0.33	8	\$60	\$475
4287.158(c)	Loan Note Guarantee report of loss	RD 449-30 [0575-0137]	2	1	2	25.00	50	\$60	\$3,000
4287.157(i)	Lender's Guaranteed loan payment to USDA	RD 1980-43 [0575-0137]	23	1	23	0.50	12	\$60	\$690
Subtotal					141		100		\$5,987
Grand Total					211		180		\$10,806
NOTE 1: Estimate of number of loans guaranteed. Available program funding level approximately \$450 million. Average reconstruction = \$25 million; new construction = \$80 million or \$120 million. Assumes 4 new construction projects are approved and 2 reconstruction projects are approved as follows: 2 reconstruction x \$25 million plus 2 x \$80 million plus 2 x \$120 = \$450 million.									
NOTE 2: Estimate of number of applications. The program is better known than in the first year, so more applications are anticipated. Because of the limited number of likely facilities that can apply, it is anticipated that the same number of applications will be received in year 3 as in year 2. However, it is anticipated that the ratio of new construction vs reconstruction will increase because of more favorable economic conditions compared to year 2.									