

**OMB No. 0570-0062 - Rural Microentrepreneur Assistance Program
USDA Rural Business-Cooperative Service**

Section of Rule (4280.XXX)	Title	Form No. (if any)	No. of Respond ents	Reports Filed	Total Respon ses (D) x (E)	Estimated No. of Manhours per response	Estimated Total Manhours (F) x (G)	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
REPORTING REQUIREMENTS - NON FORMS									
Oversight and Monitoring									
311(g)(1); 320(a)(1)	Quarterly reports	written	70	4	280	2.00	560	\$63.35	\$35,476
320(a)(3)	Poor performance reports	written	2	1	2	2.00	4	\$63.35	\$253
313(a)(4)	Annual budget report	written	70	1	70	2.00	140	\$63.35	\$8,869
Applications							0	\$63.35	\$0
316(a)	Application Narrative - initial criteria, all applicants	written	75	1	75	8.00	600	\$63.35	\$38,010
315(c)(10)	Application Narrative - documentation of eligibility, all applicants	written	75	1	75	6.00	450	\$63.35	\$28,508
316(b)	Additional Documentaton - Microlenders with > 3 yrs exp (new applicants)	written	20	1	20	8.00	160	\$63.35	\$10,136
316(b)	Additional Documentaton - Microlenders with > 3 yrs exp (repeat applicants)	written	29	1	29	1.00	29	\$63.35	\$1,837
316(c)	Additional Documentation - Microlenders with 3 or less yrs exp (new applicants)	written	11	1	11	8.00	88	\$63.35	\$5,575
316(c)	Additional Documentation - Microlenders with 3 or less yrs exp (repeat applicants)	written	5	1	5	1.00	5	\$63.35	\$317
316(d)	Additional Documentation - Microlender enhancement grants	written	10	1	10	6.00	60	\$63.35	\$3,801
316(e)	Additional Documentation - Technical assistance only grants	written	7	1	7	6.00	42	\$63.35	\$2,661
316(f)	Application from microlenders with > 5 yrs exp in program	written	0	1	0	2.00	0	\$63.35	\$0
312(c)(1)	Documentation prior to loan closing	written	70	1	70	1.00	70	\$63.35	\$4,435
312(c)(2)	Lender certification at loan closing	written	70	1	70	0.50	35	\$63.35	\$2,217
Appeals								\$63.35	
304	Request for Appeal	written	2	1	2	2.00	4	\$63.35	\$253
Subtotal						726	2247		\$142,347

REPORTING - FORMS APPROVED UNDER THIS DOCKET

315(c)(7)	Certification Regarding Debarment, Suspension & Other Resp. Matters-Primary Covered Trans.	AD-1047 or in writing	75	1	75	0.25	19	\$63.35	\$1,188
315(c)(9)	Compliance Review	RD 400-8	75	1	75	8.00	600	\$63.35	\$38,010
315(c)(10)	Assurance Agreement	RD 400-4	75	1	75	0.25	19	\$63.35	\$1,188
312(c)(1)(ii)	Deposit Agreement	RD 402-1	70	1	70	0.08	6	\$63.35	\$368
312(a)	Request for Obligation of Funds	RD 1940-1	70	2	140	0.25	35	\$63.35	\$2,217
312(b)	Letter of Intent to Meet Conditions	RD 1942-46	70	1	70	1.00	70	\$63.35	\$4,435
31c(c)(iv)	Promissory Note	RD 4274-3	70	1	70	1.50	105	\$63.35	\$6,652
312(a)	Loan Agreement	RD 4274-4	70	1	70	1.50	105	\$63.35	\$6,652
313(d)	Rural Business-Cooperative Service Financial Assistance Agreement	RD 4280-2	75	1	75	1.00	75	\$63.35	\$4,751
315(c)(8)	Certification of No Federal Debt	RD 1910-11	70	1	70	0.25	18	\$63.35	\$1,109
Subtotal						790	1051		\$66,569

FORMS APPROVED UNDER OTHER OMB NUMBERS

315(c)(7)	Application for Fedearl Assistance	SF 424 (4040-0004)	75	1	75	1.0	75.0	\$63.35	\$4,751
315(c)(4)	Budget Information - Non-Construction Progr	SF 424A (4040-0006)	75	1	75	1.00	75	\$63.35	\$4,751
315(c)(5)	Assurances - Non-Construction Program	SF 424B (4040-0007)	75	1	75	0.50	38	\$63.35	\$2,376
320(a)(1)(ii)	Request for Advance or Reimbursement	SF-270 (4040-0012)	70	4	280	1.00	280	\$63.35	\$17,738
315(c)(6)	Disclosure of Lobbying Activities	SF LLL (4040-0013)	75	1	75	1.00	75	\$63.35	\$4,751
Subtotal						580	543		\$34,367

Average Yearly Total

1,516

3,298

\$208,916.3