

**SUMMARY OF INFORMATION COLLECTION**

**7 CFR 1744-C, Advance and Disbursement of Funds - Telecommunications**

**0572-0023**

Date Prepared

**2018**

INSTRUCTIONS:

Use this form when a single information collection document involves multiple reporting and recordkeeping requirements.

> (f) TOTAL (h) TOTAL (k) TOTAL  
 > ----- = (e) Average ----- = (g) Average ----- = (j) Average  
 > (d) TOTAL (f) TOTAL (i) TOTAL

IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS			ANNUAL BURDEN								
SECTION OF REGULATIONS  (a)	DESCRIPTION  (b)	FORM NO(s) (If "none" so state)  (c)	REPORTS					RECORDS			
			NO. OF RESPON- DENTS  (d)	NO. OF RESPONSES PER RESPON- DENT  (e)	TOTAL ANNUAL RESPONSES (Col. d & e)  (f)	HOURS PER RESPONSE  (g)	TOTAL HOURS (Col. f & g)  (h)	NO. OF RECORD- KEEPERS  (i)	ANNUAL HOURS PER RECORD- KEEPER  (j)	TOTAL RECORD- KEEPING HOURS (Col. i & j)  (k)	
1744.64	Budget Adjustment	Telecom. Broadband	None	7	1.1	8.00	1.00	8.00			
				1	1.0	1.00	1.00	1.00			
1744.66	Description of Advances Desired	Telecom. Broadband	None	80	2.2	177.00	0.25	44.25			
				4	3.5	14.00	0.25	3.50			
1744.66	Other Information Required	Telecom. Broadband	None	80	0.4	35.00	1.00	35.00			
				4	1.8	7.00	1.00	7.00			
1744.66	Financial Requirement Statement	Telecom. Broadband	RUS 481	80	2.2	177.00	2.00	354.00			
				4	3.5	14.00	2.00	28.00			
				84	5.2	433	1.11	480.75			

Item	Hours Per Response	X	Number of Responses	X	Labor Cost Per Hour	=
<b>Budget Adjustment Request:</b>						
Collecting Data -	0.30	X	9	X	\$ 36.84	=
Preparation -	0.40	X	9	X	\$ 36.84	=
Typing -	0.20	X	9	X	\$ 17.96	=
Review -	0.10	X	9	X	\$ 54.41	=
<b>Form 481:</b>						
Collecting Data -	0.50	X	191	X	\$ 36.84	=
Preparation -	0.75	X	191	X	\$ 36.84	=
Typing -	0.50	X	191	X	\$ 17.96	=
Review -	0.25	X	191	X	\$ 54.41	=
<b>Description of Advances:</b>						
Preparation -	0.10	X	191	X	\$ 36.84	=
Typing -	0.15	X	191	X	\$ 17.96	=
<b>Other information as requested:</b>						
Collecting Data -	0.50	X	42	X	\$ 36.84	=
Preparation -	0.25	X	42	X	\$ 36.84	=
Typing -	0.15	X	42	X	\$ 17.96	=
Review -	0.10	X	42	X	\$ 54.41	=
With Benefit loading						
Mailing						
<b>Total Estimated Costs to the Respondents</b>						

Financial Specialists, All Other (13-2099) = \$36.84  
 Office and Administrative Support Workers, All Other (43-9799) = \$17.96  
 Managers, All Other (11-9199) = \$54.41

Line Item	Total Cost
	\$99.47
	\$132.62
	\$32.33
	\$48.97
	\$3,518.22
	\$5,277.33
	\$1,715.18
	\$2,598.08
	\$703.64
	\$514.55
	\$773.64
	\$386.82
	\$113.15
	\$228.52
	\$22,929.72
	\$1,300.00
	\$24,229.72

Item	Hours Per Response	X	Number of Responses	X	Labor Cost Per Hour	=	Line Item Total Cost	
Budget Adjustment Request:								
Review	0.30	X	9	X	\$ 52.66	=	\$142.18	
Clerical	0.10	X	9	X	\$ 24.96	=	\$22.46	
Form 481 and Description of Advances:								
Review	0.90	X	191	X	\$ 52.66	=	\$9,052.25	
Clerical	0.10	X	191	X	\$ 24.96	=	\$476.74	
Other information as requested:								
Review	0.75	X	42	X	\$ 52.66	=	\$1,658.79	
Clerical	0.10	X	42	X	\$ 24.96	=	\$104.83	
with Benefit Loading							\$15,610.51	
Printing							\$750.00	
Mailing							\$400.00	
Total Estimated Costs to the Respondents								\$16,760.51

Senior Office Engineer (GS 13, step 5) = \$52.66

Clerk (GS 6, step 5) = \$24.96