

# Attachment No.: 7

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## Costing of H-2A Activities FY 2005 Estimate

### 1. Instructions.

Complete the table below using data from the prior fiscal year to estimate the cost of conducting H-2A activities. The completed table must be mailed to Mr. Greg Wilson, Division of Foreign Labor Certification, 200 Constitution Avenue, NW, Room C-4312, Washington, D.C. 20210 or fax to (202) 693-2768 by April 29, 2005.

#### (1) Housing Inspections:

- Include in the total cost: estimate travel time, inspection time, travel mileage, and completion of paperwork.
- If housing inspections are done by another organization, estimate the cost that the H-2A portion adds to their total cost and include this amount in the table.

#### (2) Prevailing Wage/Practice Surveys:

- Include in the total cost estimate the development of the survey instrument, postage, collection of responses, collation of information, and publication of results.

#### (3) Job Orders Processed:

- Include in the total cost estimate the creation and maintenance of files, taking into account the cost associated with receiving applications, referring applicants, and releasing orders into inter/intra-state job system.

### 2. Costing Sheet.

Activity	Total Number	Total Cost	Average Cost
Housing Inspections			
Prevailing Wage/Practice Surveys			
Job Orders Processed			
Total Cost of H-2A Activities			

### 3. Calculations.

- Average Cost = Total Cost / Total Number
- Total Cost of H-2A Activities = Total Cost of Housing Inspections + Total Cost of Prevailing Wage/Practice Surveys + Total Cost of Job Orders Processed