



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

September 26, 2013

The Honorable James Risch
Ranking Member
Committee on Small Business and Entrepreneurship
United States Senate
Washington, DC 20510

Dear Senator Risch:

Acting Administrator Hult has asked me to respond to your recent regarding the U.S. Small Business Administration's (SBA) recently proposed revisions to SBA Form 641, *Counseling Information*.

As required under the Paperwork Reduction Act (PRA), on July 23, 2013, SBA posted a Federal Register Notice (FRN) related to revisions to the Form 641. On August 22, 2013, the public comment period ended. The SBA received many comments which we are continuing to review and consider. A second FRN is planned for the middle of October 2013, addressing the general concerns expressed by respondents to the first FRN, including the length of the form, data definitions, and the use of the information being collected in program management and impact assessments.

The proposed revisions to the form are expected to improve SBA's and resource partners' abilities to collect relevant management data on the clients of Federally-funded business assistance services. Additionally, we expect these provisions to ensure that these clients are receiving high-quality, impactful services that meet their needs as emerging and expanding entrepreneurs. These clients include training participants as well as counseling clients.

The revised form will also be used to collect client outcome data, which will be used in reporting on the efficacy and impacts of resource partner training and counseling programs, including studies and reports requested by Congress, the Government Accountability Office, and the Office of Management and Budget.

We appreciate your support of SBA and America's small businesses. If you and your staff have any further questions, please contact Nicholas Coutsos, SBA Assistant Administrator for Congressional and Legislative Affairs at (202) 205-6335.

Sincerely,

Tameka Montgomery
Associate Administrator
Office of Entrepreneurial Development