

Change Justification
for OMB Control No. 0605-0001

The Office of the Inspector General of the Department of Commerce would like to revise the form CD-346, Applicant for Funding Assistance, specifically Question 11.

The revision would **remove the words that are in the parenthesis in Question 11, 'for which you forfeited \$50.00 or less.'**

This change is necessary as the Department is receiving numerous forms that contain information that is not relevant to the application process. Minor traffic violations of \$50.00 or less represents an outdated amount for a minor traffic violation. Since many states have varying dollar amounts for traffic violations, a decision was made to let the applicant decide what is a "minor" violation is versus trying to define one for every state. It is believed that revising the language in this way will simplify the form and also allow for streamlined processing.

It is estimated that this would reduce the time to complete the form by approximately 1 minute or 25 hours for the estimated 1,500 responses.