

STATEMENT FOR PUBLIC INFORMATION COLLECTION

SPECIAL USE ADMINISTRATION, OMB #0596-0082.

A. JUSTIFICATION

1. CIRCUMSTANCES THAT MAKE THE INFORMATION COLLECTION NECESSARY

Several statutes authorize the Forest Service to issue and administer authorizations for use and occupancy of National Forest System (NFS) lands and require the collection of information from the public for those purposes, including the Organic Administration Act of 1897 (16 U.S.C. 551); Title V of the Federal Land Policy and Management Act of 1976 (FLPMA, 43 U.S.C. 1761-1771); the Act of March 4, 1915 (16 U.S.C. 497); the National Forest Ski Area Permit Act (16 U.S.C. 497b); section 28 of the Mineral Leasing Act (30 U.S.C. 185); the National Forest Roads and Trails Act (FRTA, 16 U.S.C. 532-538); section 7 of the Granger-Thye Act (16 U.S.C. 480d); the Act of May 26, 2000 (16 U.S.C. 460l-6d); and the Federal Lands Recreation Enhancement Act (16 U.S.C. 6801-6814).

Forest Service regulations implementing these authorities, found at 36 CFR part 251, subpart B, contain information collection requirements, including submission of applications, execution of forms, and imposition of terms and conditions that entail information collection requirements, such as the requirement to submit annual financial information; to prepare and update an operating plan; to prepare and update a maintenance plan; and to submit compliance reports and information updates. The information collection requirements described in this request for an extension with revision of a currently approved information collection are necessary for the Forest Service to issue and administer special use authorizations to use and occupy NFS lands under these authorities.

The information collected is evaluated by the Forest Service to ensure that authorized uses of NFS lands are in the public interest and are compatible with the agency's mission. The information helps the agency identify environmental and social impacts of special uses for purposes of compliance with the National Environmental Policy Act and program administration. In addition, the agency uses the information to ascertain whether the land use fee being charged for special use authorizations is based on market value. The information is collected through application forms and terms and conditions in special use authorizations and operating plans. Ongoing uses must be monitored to ensure compliance with the terms of the corresponding authorizations. In certain situations, information from the authorization holder is the only way the Forest Service can verify compliance with the terms of an authorization.

From time to time, the agency will be making minor changes to the forms included in this approval. These revisions will not materially change the information collection, but rather the terms and conditions and legal authorities that govern special use permits.

2. HOW, BY WHOM, AND FOR WHAT PURPOSE THE INFORMATION WILL BE USED

Information requests for the issuance and administration of special use authorizations can be categorized as follows: (1) information required from proponents and applicants to evaluate proposals and applications to use or occupy NFS lands; (2) information required from applicants to complete special use authorizations; (3) annual financial information required from holders to determine land use fees; (4) information required from holders to prepare and update operating plans; (5) information required from holders to prepare and update maintenance plans; and (6) information required from holders to complete compliance reports and information updates. The six categories cover all information collection requirements involved in administration of the special uses program, including application and reporting forms; authorization forms; supplemental special use authorization clauses in Forest Service Handbook 2709.11, chapter 50, and information collection requirements not associated with an approved standard form.

The six categories of information requests for the issuance and administration of special use authorizations are discussed below.

Category 1: The Application Process

Typical application information requests pertain to: (1) identification of the applicant; (2) a description of the proposed use; (3) the location and duration of the proposed use; (4) the technical and financial capability of the applicant; (5) alternative locations considered for the proposed use, including non-federal lands; (6) anticipated environmental impacts associated with the proposed use and proposed mitigation of those impacts; and (7) information needed to recover agency costs to process an application and monitor a special use authorization. The authorized officer evaluates this information and makes a decision to grant or deny the application.

Application requests are facilitated through the use of one of the following forms:

1. SF-299: Application for Transportation and Utility Systems and Facilities on Federal Lands. The information provided on this form is used by the authorized officer to evaluate the applicant's technical and financial capability, the nature of the proposed use, anticipated environmental impacts associated with the proposed use, and proposed mitigation of those impacts. This form is used for most requests for non-recreational uses of NFS lands.

2. FS-2700-3a: Holder-Initiated Revocation of Existing Authorization and Request for a Special Use Permit. The information provided on this form is used by the authorized officer to facilitate issuance of a new authorization when there is a change in ownership of authorized improvements or a change in control of the holder of a special use authorization.

3. FS-2700-3b: Special Use Application and Permit for Noncommercial Group Use. The information provided on this form is used by the authorized officer to evaluate requests to use NFS lands for noncommercial gatherings involving 75 or more people, such as a wedding or an activity involving the exercise of First Amendment rights.

4. FS-2700-3c: Special Use Application and Permit for Recreation Events. The information provided on this form is used by the authorized officer to evaluate requests to use NFS lands for events involving an entry or participation fee, such as an endurance ride.

5. FS-2700-3e: Special Use Application and Permit for Government-Owned Buildings. The information provided on this form is used by the authorized officer to evaluate requests to use federally owned facilities on NFS lands.

6. FS-2700-10: Technical Data for Communications Uses. The information provided on this form is used by the authorized officer to evaluate the compatibility of communications equipment at a communications site to minimize frequency interference and other compatibility problems.

7. FS-2700-New 1: Application for Permit for Archaeological Investigations. The information provided on this form is used by the authorized officer to evaluate the financial and technical capability of an applicant to undertake archaeological investigations on NFS lands.

8. FS-2700-11: Agreement Concerning a Small Business Administration Loan for a Holder of a Special Use Permit. The information provided on this form is used by the authorized officer to enter into an agreement with a holder, a lender, and the United States Small Business Administration (SBA) regarding a loan guaranteed by the SBA.

9. FS-2700-12: Agreement Concerning a Loan for a Holder of a Special Use Permit. The information provided on this form is used by the authorized officer to enter into an agreement with a holder and a lender regarding a loan that is not guaranteed by the SBA.

10. FS-2700-28: Insurance Endorsement Special Use Authorization. The information provided on this form is used to name the United States as an additional insured in an insurance policy issued to the holder of a special use authorization.

11. FS-6500-24: Financial Statement. The information provided on this form is used by the authorized officer or a financial analyst to evaluate the financial capability of an applicant to undertake the proposed use and to comply with the terms and conditions of an authorization. This form is used primarily for applications for ski areas, resorts, and government-owned campgrounds on NFS lands.

12. FS-6500-25: Request for Verification. The information provided on this form is used by the authorized officer or a financial analyst to obtain a release of

information from a financial institution to verify the financial capability of an applicant to undertake the proposed use and to comply with the terms and conditions of an authorization. This form is used primarily for applications for ski areas, resorts, and government-owned campgrounds on NFS lands.

Category 2: Special Use Authorizations

A special use authorization is a revocable permit, term permit, lease, or easement which provides permission, without conveying an interest in land, to occupy and use NFS lands for specified purposes and for a specified term.

There are approximately 77,000 special use authorizations in effect, authorizing a variety of activities that range from individual private uses to large-scale commercial facilities and public services. Examples of authorized special uses include public and private road rights-of-way, apiaries, domestic water supply conveyance systems, telephone and electric service rights-of-way, oil and gas pipeline rights-of-way, communications facilities, hydroelectric power-generating facilities, ski areas, resorts, marinas, municipal sewage treatment plants, and public parks and playgrounds. Each year the Forest Service issues approximately 9,000 special use authorizations. Due to the complexity of the special uses program, the use of standard forms to issue special use authorizations is critical to administration of the program.

Under 36 CFR part 251, subpart B, each special use authorization may be modified to include supplemental clauses (as described in Forest Service Handbook 2709.11, chapter 50) based on local conditions, unique situations, environmental needs, liability concerns, and changes in applicable law.

Each special use is authorized through issuance of one of the following standard special use authorization forms:

1. FS-2700-4: Special Use Permit. The information provided on this form is used by the authorized officer to authorize a variety of uses on NFS lands that are not covered by their own standard form.
2. FS-2700-4a: Special Use Permit Granger-Thye Supplement. The information provided on this form is used to modify the standard form FS-2700-4 when used to authorize government-owned improvements, other than a government-owned campground or related government-owned concession, on NFS lands.
3. FS-2700-4b: Forest Road Special Use Permit. The information provided on this form is used by the authorized officer to authorize under FLPMA the construction and use of an NFS road, typically to access private property within a national forest for commercial purposes such as timber hauling or noncommercial purposes such as residential use.

4. FS-2700-4c: Private Road Special Use Permit. The information provided on this form is used by the authorized officer to authorize under FLPMA the construction and use of a road that is not part of the forest transportation system to access non-federal land, a mining claim, a mineral leasing area, or other uses of NFS lands.

5. FS-2700-4d: Special Use Permit for a Temporary Road Covered by a Cost Share Agreement. The information provided on this form is used by the authorized officer to authorize under FLPMA the construction, maintenance, and use of a temporary road on NFS lands covered by a cost share agreement to access private property within a national forest for commercial purposes, such as timber harvesting.

6. FS-2700-4h: Special Use Permit for Campground and Related Granger-Thye Concessions. The information provided on this form is used by the authorized officer to authorize the operation and maintenance of a government-owned campground or related government-owned concession on NFS lands.

7. FS-2700-4h, Appendix B: Annual Granger-Thye Fee Offset Agreement. The information provided on this form is used by the authorized officer and the holder to specify the government maintenance, reconditioning, renovation, and improvement to be used to offset the land use fee for a Campground and Related Granger-Thye Concessions Special Use Permit.

8. FS-2700-4h, Appendix G: Granger-Thye Fee Offset Claim Certification. The information provided on this form is used by the holder to provide a record of the holder's direct and indirect costs attributable to a project enumerated in a Granger-Thye fee offset agreement.

9. FS-2700-4h, Appendix F: Special Use Permit for Campground and Related Granger-Thye Concessions. The information provided on this form describes the Forest Service's drinking water program and the requirements that apply to holders who are authorized to operate a federally owned drinking water system.

10. FS-2700-4i: Special Use Permit for Outfitting and Guiding. The information provided on this form is used by the authorized officer to authorize the use and occupancy of NFS lands to provide outfitting and guiding services.

11. FS-2700-5: Term Special Use Permit. The information provided on this form is used by the authorized officer to authorize long-term use of NFS lands involving privately owned facilities.

12. FS-2700-5a: Term Special Use Permit for Recreation Residences. The information provided on this form is used by the authorized officer to authorize a privately owned recreation residence on NFS lands.

13. FS-2700-5b: Ski Area Term Special Use Permit. The information provided on this form is used by the authorized officer to authorize ski areas on NFS lands.

14. FS-2700-5c: Resort/Marina Term Special Use Permit. The information provided on this form is used by the authorized officer to authorize resorts and marinas on NFS lands.

15. FS-2700-9a: Agricultural Irrigation and Livestock Watering System Easement. The information provided on this form is used by the authorized officer to grant an easement for an agricultural irrigation or a livestock watering system on NFS lands.

16. FS-2700-9b: Cost Share Easement. The information provided on this form is used by the authorized officer to authorize under FRTA the acquisition, construction, or reconstruction and the maintenance and use of an NFS road under a cost share agreement. The parties to the cost share agreement grant each other easements within the geographic area covered by the agreement. The easement for the NFS road is subject to the cost sharing provisions of the agreement and is therefore called a cost share easement.

17. FS-2700-9c: Non-Cost Share Easement. The information provided on this form is used by the authorized officer to authorize under FRTA the construction, reconstruction, maintenance, and use of a private road under a cost share agreement. The parties to the cost share agreement grant each other easements within the geographic area covered by the agreement. The easement for the private road is not subject to the cost sharing provisions of the agreement and is therefore called a non-cost share easement.

18. FS-2700-9d: Public Road Easement. The information provided on this form is used by the authorized officer to grant easements under FRTA to public road authorities, such as states or counties, to construct and maintain public roads that are not part of the Federal Aid Highway System.

19. FS-2700-9e: Forest Road Easement Issued Under the National Forest Roads and Trails Act. The information provided on this form is used by the authorized officer to grant an easement under FRTA to a party to a cost share agreement, or to another non-federal landowner who is cooperating in the acquisition, construction, or maintenance of an NFS road. The easement is for acquisition, construction, or reconstruction and maintenance and use of an NFS road that is outside the boundaries of a cost share agreement. Since the easement is for an NFS road, at the time the easement is granted, the grantor and the grantee share the costs of acquisition, construction, and reconstruction. After the easement is granted, the grantor and the grantee share only the cost of maintenance.

20. FS-2700-9f: Private Road Easement Issued Under the National Forest Roads and Trails Act. The information provided on this form is used by the authorized officer to grant an easement under FRTA to a party to a cost share agreement, or to another non-federal landowner who is cooperating in the acquisition, construction, or maintenance of an NFS road. The easement is for construction or reconstruction and maintenance and use of a private road that is outside the boundaries of a cost share agreement. Since the

easement is for a private rather than an NFS road, the costs of constructing, reconstructing, and maintaining the road are borne by the grantee.

21. FS-2700-9g: Forest Road Easement Issued Under the Federal Land Policy and Management Act. The information provided on this form is used by the authorized officer to grant an easement under FLPMA for construction, reconstruction, maintenance, and use of an NFS road, when the grantee is not a party to a cost share agreement for the acquisition, construction, and maintenance of an NFS road, or when the grantee does not meet the requirements for issuance of a forest road easement under FRTA.

22. FS-2700-9h: Private Road Easement Issued Under the Federal Land Policy and Management Act. The information provided on this form is used by the authorized officer to grant an easement under FLPMA for construction, reconstruction, maintenance, and use of a private road, when the grantee is not a party to a cost share agreement for the acquisition, construction, and maintenance of an NFS road, or when the grantee does not meet the requirements for issuance of a private road easement under FRTA.

23. FS-2700-10b: Communications Use Lease. The information provided on this form is used by the authorized officer to authorize a communications facility at a communications site on NFS lands.

24. FS-2700-New 2: Electric Transmission Line Easement. The information provided on this form is used by the authorized officer to grant a long-term easement under FLPMA for an electric transmission line.

25. FS-2700-New 3: Permit for Archaeological Investigations. The information provided on this form is used by the authorized officer to grant a permit to conduct archaeological investigations on NFS lands.

26. FS-2700-23: Amendment for Special Use Authorization. The information provided on this form is used by the authorized officer to amend a special use authorization.

27. FS-2700-25: Temporary Special Use Permit. The information provided on this form is used by the authorized officer to authorize uses of one year or less on NFS lands.

28. FS-2700-26: Category 6 Major Cost Recovery Agreement. The information provided on this form is used to effectuate cost recovery for special use applications or authorizations involving over 50 hours to process or monitor.

29. FS-2700-New 4: Category 5 Master Cost Recovery Agreement. The information provided on this form is used to effectuate cost recovery for special use applications or authorizations involving multiple phases of development or similar applications or authorizations for the same applicant for a specified geographic area.

30. FS-2700-27: Notice to Alaska Native Corporations Regarding Prospectus for Visitor Services. The information provided on this form is used by the authorized officer to provide notice to Alaska Native Corporations of the issuance of a prospectus to conduct visitor services in Conservation System Units in Alaska so that the Alaska Native Corporations may request designation as the most directly affected Native Corporation for purposes of competing for the opportunity.

Category 3: Annual Financial Information

For some special use authorizations, the land use fee is determined from financial statements or accounting records maintained by the holder. For example, the land use fee may be calculated based on the number and types of users of the site or the gross revenue generated by the authorized use. Without this information, the government would not have the information necessary to calculate the holder's land use fee. This information may be obtained only from the holder and usually involves records the holder maintains in the normal course of business.

In some situations, the holder's certified public accountant or business manager extracts information from the holder's financial statements to complete the information collection. These data are reviewed and certified by the holder and forwarded to the Forest Service for the purpose of calculating the land use fee. Without this type of financial information, there would be no way to compute the land use fee.

A requirement for the holder to submit annual or quarterly financial information may be contained in fee clauses incorporated in a special use authorization. Some holders are required to submit quarterly financial information to facilitate multiple billings during the year.

Collection of financial information is effected through use of one of the following forms:

1. FS-2700-6b: Recreation Residence Self-Inspection Report. The information provided on this form is used by the authorized officer to review and record any modifications made to a recreation residence.
2. FS-2700-7: Reconciliation of Sales for Fee Calculation. The information provided on this form is used by the authorized officer to determine land use fees that are based on sales revenue.
3. FS-2700-8: Reconciliation of Gross Fixed Assets to Booked Amounts. The information provided on this form is used by the authorized officer to determine land use fees that are based on the gross fixed assets of the holder.
4. FS-2700-10a: Telecommunications Facility Inventory. The information provided on this form is used by the authorized officer to determine the rent for a communications facility based on the number of tenants in the facility.

5. FS-2700-19: Fee Calculation for Concession Permits. The information provided on this form is used by the authorized officer to determine the land use fee for concession permits under the graduated rate fee system.

6. FS-2700-19a: Fee Calculation for Ski Area Permits. The information provided on this form is used by the authorized officer to determine the land use fee for ski area permits.

7. Business Practices (no standard form). Information regarding various business practices, such as basic accounting or financial records, is provided by the holder when requested by the authorized officer or as a term and condition of an authorization. This type of information is usually maintained in a form that is customary for the type of business involved.

Category 4: Preparing and Updating Operating Plans (no standard form)

Special use authorizations may contain a clause requiring the holder to prepare and update an operating plan governing day-to-day operations of the authorized use. This information is useful to the holder and the authorized officer because it specifies procedures and policies for conducting the authorized use. Typically, operating plans contain daily operating guidelines, fire abatement and control procedures, monitoring guidelines, maintenance standards, safety and emergency plans, and inspection standards. Operating plans are usually necessary for complex operations, commercial uses, and uses conducted in environmentally sensitive areas.

Category 5: Preparing and Updating Maintenance Plans (no standard form)

A permit or easement issued under FLPMA or FRTA may require the holder or Grantee to submit and update a road maintenance plan or information necessary for the preparation of a road maintenance plan. A road maintenance plan governs a holder's or grantee's responsibility to perform or pay for maintenance of an NFS road.

Category 6: Compliance Reports and Information Updates (no standard form)

Special use authorizations may contain a clause requiring the holder to provide the authorized officer with compliance reports, information reports, and other information required by federal law or to manage NFS lands to address protection of national forest resources and public health and safety. Examples of compliance and information updates include dam maintenance inspection reports and logs required by the Reclamation Safety of Dams Act of 1978, the Federal Dam Safety Inspection Act of 1979, and the Dam Safety Act of 1983; documentation showing that authorized facilities have safety inspections; documentation showing that the United States is named as an additional insured in an insurance policy issued to a holder; notifications involving a change in ownership of authorized improvements or a change in control of the holder; and documentation of compliance with Title VI of the Civil Rights Act of 1964.

These six categories demonstrate the complexity of the special uses program and the importance of standard forms to administration of the program. Because of the significance of the forms to program administration, the Forest Service needs the ability to update and modify them through expedited procedures when the agency is not imposing new information collection requirements, e.g., when the agency is proposing purely minor, technical changes; is tailoring an existing standard form to a particular use; or is proposing revision needed for consistency, updating, or legal sufficiency. These changes do not affect the estimate of the burden on respondents resulting from the special use program's information collection.

In all these cases, the language will be scrutinized for legal sufficiency and approved by the Office of the General Counsel before any change is requested. These changes will be submitted to OMB for approval on OMB form 83-C without publication for public notice and comment. The proposed changes will be submitted to OMB by the Forest Service's Records Manager in the Records and Information Services Branch of the Office of Regulatory and Management Services through USDA's Office of the Chief Information Officer.

The Forest Service will publish for public notice and comment any new information collection requirements, such as forms created to implement new statutory or regulatory requirements or additional information collection requirements imposed under existing standard forms.

A detailed checklist enumerating the process for making these types of changes is attached as Exhibit 1.

3. CONSIDERATION OF USE OF IMPROVED INFORMATION TECHNOLOGY

The use of standard forms provides the most efficient means of obtaining required data in a readily usable format and places the least burden on both the applicant and the Forest Service. The agency intends to post all applications and other special use standard forms containing information collections on the Internet.

The agency uses the Special Use Database System (SUDS) as an electronic repository for all special use application and authorization information. As technologies improve, the agency intends to provide for electronic submission of applications and payment of land use fees. Other types of information may be submitted to the agency using the information technology employed by the applicant or holder in the normal course of business.

4. EFFORTS TO IDENTIFY DUPLICATION

The Forest Service has determined that the information the agency needs to process special use applications and monitor special use authorizations for use of NFS lands is not available from other governmental and private entities.

The use of standard forms tends to reduce requests for extraneous information and allows the applicant to provide data in a more efficient manner than if several different forms were required.

5. METHODS USED TO MINIMIZE BURDEN, IF COLLECTION OF INFORMATION INVOLVES SMALL BUSINESSES OR OTHER SMALL ENTITIES

This information request does not have a significant economic impact on a substantial number of small entities. Proposals vary from small, simple uses conducted by individuals to large, complex industrial and commercial uses conducted by large corporations. Portions of the forms that are inapplicable to small entities are pointed out to the applicant during the pre-application conference between the applicant and the authorized officer. Only the minimal information necessary to calculate the land use fee and to verify a basic level of maintenance at the site is required. Financial information, when required, involves records typically maintained in the normal course of business. No unusual information is required to determine the land use fee.

When a specialized form is required, the Forest Service provides training and assistance to small businesses in compiling the information requested. However, the agency has sought ways to minimize the burden on small businesses and others. Adoption of the SF-299 form, developed in compliance with the Alaska National Interest Lands Conservation Act, involved more than 20 federal agencies and the general public. The current version resulted from consultation between the USDA, Forest Service; the United States Department of the Interior, Bureau of Land Management, United States Fish and Wildlife Service, and National Park Service; and the United States Department of Transportation, Office of Surface Transportation and Federal Aviation Administration.

6. CONSEQUENCE TO FEDERAL GOVERNMENT IF INFORMATION IS NOT COLLECTED AS FREQUENTLY

The Forest Service collects the information at issue only when a new use or major changes to an existing use are proposed. This information is used to determine whether the proposed use meets applicable regulations. The proposed use could not be evaluated without the information collected.

The Forest Service must calculate land use fees accurately. The frequency for collecting information needed to calculate land use fees vary based on how the land use fee is determined (e.g., based on gross revenue or sales). If the information is not collected as frequently, the accuracy of land use fees will suffer. In addition, the Forest Service must ensure that the public and the United States are protected. Required information is submitted at the minimum frequency. For example, insurance policies are normally written for a year.

The information required from an annual inspection is necessary to ensure a basic level of maintenance and public service and to address concerns of public health and safety.

7. SPECIAL CIRCUMSTANCES THAT WOULD CAUSE AN INFORMATION COLLECTION TO BE CONDUCTED IN A SPECIAL MANNER

There are no special circumstances that require an information collection to be conducted in any of the situations enumerated in item 7 of the supporting statement.

8. FEDERAL REGISTER NOTICE ON INFORMATION COLLECTION, COMMENTS ON NOTICE, AND AGENCY'S RESPONSE

The Forest Service solicited comments on information collection 0596-0082 in a Federal Register notice published on December 28, 2005 (70 FR 76745), attached as Exhibit 2. The comment period for the notice closed on February 27, 2006. The agency did not receive any comments in response to the notice.

This information collection was provided to the following people for review:

Ms. Cara Spiro
U.S. Department of the Navy
Naval Sea Systems Command
1333 Isacc Hull Avenue, SE
Washington Navy Yard, DC 20376
202-781-2989

Ms. Erin Staryszak
U.S. Department of the Navy
NAVFAC Washington
1314 Harwood Street, SE
Washington Navy Yard DC, 20374
202-685-3316

Mrs. Lisa Todd
U.S. Department of the Navy
NAVFAC Washington
1314 Harwood Street, SE
Washington Navy Yard DC, 20374
202-685-1857

9. EXPLANATION OF ANY PAYMENT OR GIFT TO RESPONDENTS, OTHER THAN REMUNERATION OF CONTRACTORS OR GRANTEEES

The Forest Service has not provided any payment or gift to any respondents.

10. DESCRIPTION OF ANY ASSURANCE OF CONFIDENTIALITY PROVIDED TO RESPONDENTS AND THE LEGAL BASIS FOR THE ASSURANCE

No assurance of confidentiality is provided to applicants. Information collected using the listed forms is released only in accordance with the Freedom of Information Act and Privacy Act.

No assurance of confidentiality is made to applicants for special use authorizations. Applicants are advised that the forms are available to all other applicants. However, some financial information requested for land use fee determinations is not subject to public disclosure and would be protected accordingly. When this financial information is no longer needed, it is either returned to the holder after agency use or stored in locked files and treated as proprietary information.

11. ADDITIONAL JUSTIFICATION FOR ANY QUESTIONS OF A SENSITIVE NATURE, SUCH AS SEXUAL BEHAVIOR AND ATTITUDES, RELIGIOUS BELIEFS AND OTHER MATTERS THAT ARE COMMONLY CONSIDERED PRIVATE

There are no sensitive issues, such as sexual behavior and attitudes, religious beliefs, or other matters that are commonly considered private, associated with the information collection for the special uses program.

12. ESTIMATE OF THE BURDEN ON RESPONDENTS RESULTING FROM THE INFORMATION COLLECTION

Form Number	Form Name	Estimated Number of Respondents	Estimated Number of Responses Per Respondent	Estimate of Burden (hours)	Estimated Total Annual Burden on Respondents (hours)
CATEGORY 1: APPLICATION PROCESS					
SF-299	Application for Transportation and Utility Systems and Facilities on Federal Lands	5,025	1	8	40,200
FS-2700-3a	Holder-Initiated Revocation of Existing Authorization and Request for a Special Use Permit	1,175	1	.5	587.5
FS-2700-3b	Special Use Application and Permit for Noncommercial Group Use	375	1	.25	93.75
FS-2700-3c	Special Use Application and Permit for Recreation Events	1,150	1	1	1,150
FS-2700-3e	Special Use Application and Permit for Government–Owned Buildings	250	1	.25	62.5
FS-2700-10	Technical Data for Communications Uses	175	1	.25	43.75
FS-2700-New_1	Application for Permit for Archaeological Investigations	50	1	4	200
FS-2700-11	Agreement Concerning a Small Business Administration Loan for a Holder of a Special Use Permit	75	1	.25	18.75

Form Number	Form Name	Estimated Number of Respondents	Estimated Number of Responses Per Respondent	Estimate of Burden (hours)	Estimated Total Annual Burden on Respondents (hours)
FS-2700-12	Agreement Concerning a Loan for a Holder of a Special Use Permit	75	1	.25	18.75
FS-2700-28	Insurance Endorsement Special Use Authorization	2,675	1	.25	668.75
FS-6500-24	Financial Statement	100	1	8	800
FS-6500-25	Request for Verification	100	1	5	500
CATEGORY 2: SPECIAL USE AUTHORIZATIONS					
FS-2700-4	Special Use Permit	1,175	1	1	1,175
FS-2700-4a	Special Use Permit Granger-Thye Supplement	50	1	1	50
FS-2700-4b	Forest Road Special Use Permit	150	1	1	150
FS-2700-4c	Private Road Special Use Permit	275	1	1	275
FS-2700-4d	Special Use Permit for a Temporary Road Covered by a Cost Share Agreement	5	1	1	5
FS-2700-4h	Special Use Permit for Campground and Related Granger-Thye Concessions	20	1	1	20
FS-2700-4h, Appendix B	Appendix B: Annual Granger-Thye Fee Offset Agreement	75	1	2	150
FS-2700-4h, Appendix G	Appendix G: Granger-Thye Fee Offset Claim Certification	75	1	1	75
FS-2700-4h, Appendix F	Appendix F: Special Use Permit for Campground and Related Granger-Thye Concessions	20	1	.5	10
FS-2700-4i	Special Use Permit for Outfitting and Guiding	1,000	1	1	1,000
FS-2700-5	Term Special Use Permit	50	1	1	50
FS-2700-5a	Term Special Use Permit for Recreation Residences	1,250	1	1	1,250
FS-2700-5b	Ski Area Term Special Use Permit	10	1	1	10
FS-2700-5c	Resort/Marina Term Special Use Permit	50	1	1	50
FS-2700-9a	Agricultural Irrigation and Livestock Watering System Easement	50	1	1	50
FS-2700-9b	Cost Share Easement	5	1	1	5
FS-2700-9c	Non-Cost Share Easement	5	1	1	5
FS-2700-9d	Public Road Easement	35	1	1	35
FS-2700-9e	Forest Road Easement Issued Under the National Forest Road and Trails Act	25	1	1	25

Form Number	Form Name	Estimated Number of Respondents	Estimated Number of Responses Per Respondent	Estimate of Burden (hours)	Estimated Total Annual Burden on Respondents (hours)
FS-2700-9f	Private Road Easement Issued Under the National Forest Road and Trails Act	10	1	1	10
FS-2700-9g	Forest Road Easement Issued Under the Federal Land Policy and Management Act	50	1	1	50
FS-2700-9h	Private Road Easement Issued Under the Federal Land Policy and Management Act	100	1	1	100
FS-2700-10b	Communications Use Lease	150	1	1	150
FS-2700-New_2	Electric Transmission Line Easement	30	1	1	30
FS-2700-New_3	Permit for Archaeological Investigations	50	1	4	200
FS-2700-23	Amendment for Special Use Authorization	1,175	1	1	1,175
FS-2700-25	Temporary Special Use Permit	1,350	1	1	1,350
FS-2700-26	Category 6 Major Cost Recovery Agreement	875	1	8	7,000
FS-2700-New_4	Category 5 Master Cost Recovery Agreement	225	1	8	1,800
FS-2700-27	Notice to Alaska Native Corporations Regarding Prospectus for Visitor Services	10	1	20	200
CATEGORY 3: ANNUAL FINANCIAL INFORMATION					
FS-2700-6b	Recreation Residence Self-Inspection Report	14,500	1	2.5	36,250
FS-2700-7	Reconciliation of Sales for Fee Calculation	590	1	1	590
FS-2700-8	Reconciliation of Gross Fixed Assets to Booked Amounts	590	1	1	590
FS-2700-10a	Telecommunications Facility Inventory	1,525	1	1	1,525
FS-2700-19	Fee Calculation for Concession Permits	175	1	1	175
FS-2700-19a	Fee Calculation for Ski Area Permits	125	1	1	125
	Business Practices (no standard form)	1,675	1	1	1,675
CATEGORY 4: PREPARING AND UPDATING OPERATING PLANS					
	No standard form	22,225	1	1	22,225
CATEGORY 5: PREPARING AND UPDATING MAINTENANCE PLANS					
	No standard form	800	1	2	1,600
CATEGORY 6: COMPLIANCE REPORTS AND INFORMATION UPDATES					
	No standard form	15,000	1	2	30,000

Estimated Annual Cost to Respondents

Salaries of the applicants vary from those dependent on Social Security income to the upper income levels earned by professional and executive personnel. According to the average annual income posted by the Bureau of Labor Statistics, we estimate the average income to be \$20.00 per hour (\$42,224/2,080). Based on this estimate, the estimated annual reporting cost to respondents is as follows:

Form Number	Form Name	Estimated Total Annual Burden on Respondents (Hours)	Estimated Average Income Per Hour	Estimated Cost To Respondents
CATEGORY 1: APPLICATION PROCESS				
SF-299	Application for Transportation and Utility Systems and Facilities on Federal Lands	40,200	\$20.00	\$804,000.00
FS-2700-3a	Holder-Initiated Revocation of Existing Authorization and Request for a Special Use Permit	587.5	\$20.00	\$11,750.00
FS-2700-3b	Special Use Application and Permit for Noncommercial Group Use	93.75	\$20.00	\$1,875.00
FS-2700-3c	Special Use Application and Permit for Recreation Events	1,150	\$20.00	\$23,000.00
FS-2700-3e	Special Use Application and Permit for Government-Owned Buildings	62.5	\$20.00	\$1,250.00
FS-2700-10	Technical Data for Communications Uses	43.75	\$20.00	\$875.00
FS-2700-New_1	Application for Permit for Archaeological Investigations	200	\$20.00	\$4,000.00
FS-2700-11	Agreement Concerning a Small Business Administration Loan for a Holder of a Special Use Permit	18.75	\$20.00	\$375.00
FS-2700-12	Agreement Concerning a Loan for a Holder of a Special Use Permit	18.75	\$20.00	\$375.00
FS-2700-28	Insurance Endorsement Special Use Authorization	668.75	\$20.00	\$13,375.00
FS-6500-24	Financial Statement	800	\$20.00	\$16,000.00
FS-6500-25	Request for Verification	500	\$20.00	\$10,000.00
CATEGORY 2: SPECIAL USE AUTHORIZATIONS				
FS-2700-4	Special Use Permit	1,175	\$20.00	\$23,500.00
FS-2700-4a	Special Use Permit Granger-Thye Supplement	50	\$20.00	\$1,000.00
FS-2700-4b	Forest Road Special Use Permit	150	\$20.00	\$3,000.00
FS-2700-4c	Private Road Special Use Permit	275	\$20.00	\$5,500.00
FS-2700-4d	Special Use Permit for a Temporary Road Covered by a Cost Share Agreement	5	\$20.00	\$100.00
FS-2700-4h	Special Use Permit for Campground and Related Granger-Thye Concessions	20	\$20.00	\$400.00

Form Number	Form Name	Estimated Total Annual Burden on Respondents (Hours)	Estimated Average Income Per Hour	Estimated Cost To Respondents
FS-2700-4h, Appendix B	Appendix B: Annual Granger-Thye Fee Offset Agreement	150	\$20.00	\$3,000.00
FS-2700-4h, Appendix G	Appendix G: Granger-Thye Fee Offset Claim Certification	75	\$20.00	\$1,500.00
FS-2700-4h, Appendix F	Appendix F: Special Use Permit for Campground and Related Granger-Thye Concessions	10	\$20.00	\$200.00
FS-2700-4i	Special Use Permit for Outfitting and Guiding	1,000	\$20.00	\$20,000.00
FS-2700-5	Term Special Use Permit	50	\$20.00	\$1,000.00
FS-2700-5a	Term Special Use Permit for Recreation Residences	1,250	\$20.00	\$25,000.00
FS-2700-5b	Ski Area Term Special Use Permit	10	\$20.00	\$200.00
FS-2700-5c	Resort/Marina Term Special Use Permit	50	\$20.00	\$1,000.00
FS-2700-9a	Agricultural Irrigation and Livestock Watering System Easement	50	\$20.00	\$1,000.00
FS-2700-9b	Cost Share Easement	5	\$20.00	\$100.00
FS-2700-9c	Non-Cost Share Easement	5	\$20.00	\$100.00
FS-2700-9d	Public Road Easement	35	\$20.00	\$700.00
FS-2700-9e	Forest Road Easement Issued Under the National Forest Road and Trails Act	25	\$20.00	\$500.00
FS-2700-9f	Private Road Easement Issued Under the National Forest Road and Trails Act	10	\$20.00	\$200.00
FS-2700-9g	Forest Road Easement Issued Under the Federal Land Policy and Management Act	50	\$20.00	\$1,000.00
FS-2700-9h	Private Road Easement Issued Under the Federal Land Policy and Management Act	100	\$20.00	\$2,000.00
FS-2700-10b	Communications Use Lease	150	\$20.00	\$3,000.00
FS-2700-New_2	Electric Transmission Line Easement	30	\$20.00	\$600.00
FS-2700-New_3	Permit for Archaeological Investigations	200	\$20.00	\$4,000.00
FS-2700-23	Amendment for Special Use Authorization	1,175	\$20.00	\$23,500.00
FS-2700-25	Temporary Special Use Permit	1,350	\$20.00	\$27,000.00
FS-2700-26	Category 6 Major Cost Recovery Agreement	7,000	\$20.00	\$140,000.00
FS-2700-New_4	Category 5 Master Cost Recovery Agreement	1,800	\$20.00	\$36,000.00
FS-2700-27	Notice to Alaska Native Corporations Regarding Prospectus for Visitor Services	200	\$20.00	\$4,000.00

Form Number	Form Name	Estimated Total Annual Burden on Respondents (Hours)	Estimated Average Income Per Hour	Estimated Cost To Respondents
CATEGORY 3: ANNUAL FINANCIAL INFORMATION				
FS-2700-6b	Recreation Residence Self-Inspection Report	36,250	\$20.00	\$725,000.00
FS-2700-7	Reconciliation of Sales for Fee Calculation	590	\$20.00	\$11,800.00
FS-2700-8	Reconciliation of Gross Fixed Assets to Booked Amounts	590	\$20.00	\$11,800.00
FS-2700-10a	Telecommunications Facility Inventory	1,525	\$20.00	\$30,500.00
FS-2700-19	Fee Calculation for Concession Permits	175	\$20.00	\$3,500.00
FS-2700-19a	Fee Calculation for Ski Area Permits	125	\$20.00	\$2,500.00
	Business Practices (no standard form)	1,675	\$20.00	\$33,500.00
CATEGORY 4: PREPARING AND UPDATING OPERATING PLANS				
	No standard form	22,225	\$20.00	\$444,500.00
CATEGORY 5: PREPARING AND UPDATING MAINTENANCE PLANS				
	No standard form	1,600	\$20.00	\$32,000.00
CATEGORY 6: COMPLIANCE REPORTS AND INFORMATION UPDATES				
	No standard form	30,000	\$20.00	\$600,000.00

Summary

#	Category	Burden Hours	Respondent Costs
1	The Application Process	44,344	\$886,875.00
2	Special Use Authorizations	16,455	\$329,100.00
3	Annual Financial Information	40,930	\$818,600.00
4	Preparing and Updating Operating Plans	22,225	\$444,500.00
5	Preparing and Updating Maintenance Plans	1,600	\$32,000.00
6	Compliance Reports and Information Updates	30,000	\$600,000.00
	Total	155,554	\$3,111,075.00

13. ESTIMATE OF THE TOTAL ANNUAL COST TO RESPONDENTS OR RECORDKEEPER RESULTING FROM THE INFORMATION COLLECTION

There are no additional costs associated for special equipment or services. The information requests for this collection do not require the respondent to purchase or maintain specialized equipment or systems.

**14. ESTIMATE OF ANNUAL COST TO THE FEDERAL GOVERNMENT
RESULTING FROM THE INFORMATION COLLECTION**

According to the average hourly cost of \$21.50 (GS 9/4), multiplied by the time it takes each of the 155 the Forests to complete each form (x * 255), the Forest Service estimates that the annual estimated cost to the Federal Government from the special uses information collection are as follows:

Form Number	Form Name	Estimated Total Annual Burden on Federal Government	Estimated Average Income Per Hour	Estimated Cost To Federal Government
CATEGORY 1: APPLICATION PROCESS				
SF-299	Application for Transportation and Utility Systems and Facilities on Federal Lands	1,550	\$21.50	\$33,325.00
FS-2700-3a	Holder-Initiated Revocation of Existing Authorization and Request for a Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-3b	Special Use Application and Permit for Noncommercial Group Use	155	\$21.50	\$3,332.50
FS-2700-3c	Special Use Application and Permit for Recreation Events	155	\$21.50	\$3,332.50
FS-2700-3e	Special Use Application and Permit for Government–Owned Buildings	155	\$21.50	\$3,332.50
FS-2700-10	Technical Data for Communications Uses	78	\$21.50	\$1,677.00
FS-2700-New_1	Application for Permit for Archaeological Investigations	155	\$21.50	\$3,332.50
FS-2700-11	Agreement Concerning a Small Business Administration Loan for a Holder of a Special Use Permit	310	\$21.50	\$6,665.00
FS-2700-12	Agreement Concerning a Loan for a Holder of a Special Use Permit	310	\$21.50	\$6,665.00
FS-2700-28	Insurance Endorsement Special Use Authorization	310	\$21.50	\$6,665.00
FS-6500-24	Financial Statement	310	\$21.50	\$6,665.00
FS-6500-25	Request for Verification	310	\$21.50	\$6,665.00
CATEGORY 2: SPECIAL USE AUTHORIZATIONS				
FS-2700-4	Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-4a	Special Use Permit Granger-Thye Supplement	155	\$21.50	\$3,332.50
FS-2700-4b	Forest Road Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-4c	Private Road Special Use Permit	155	\$21.50	\$3,332.50

Form Number	Form Name	Estimated Total Annual Burden on Federal Government	Estimated Average Income Per Hour	Estimated Cost To Federal Government
FS-2700-4d	Temporary Cost Share Agreement Road Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-4h	Special Use Permit for Campground and Related Granger-Thye Concessions	155	\$21.50	\$3,332.50
FS-2700-4h, Appendix B	Appendix B: Annual Granger-Thye Fee Offset Agreement	155	\$21.50	\$3,332.50
FS-2700-4h, Appendix G	Appendix G: Granger-Thye Fee Offset Claim Certification	155	\$21.50	\$3,332.50
FS-2700-4h, Appendix F	Appendix F: Special Use Permit for Campground and Related Granger-Thye Concessions	155	\$21.50	\$3,332.50
FS-2700-4i	Special Use Permit for Outfitting and Guiding	155	\$21.50	\$3,332.50
FS-2700-5	Term Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-5a	Term Special Use Permit for Recreation Residences	155	\$21.50	\$3,332.50
FS-2700-5b	Ski Area Term Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-5c	Resort/Marina Term Special Use Permit	155	\$21.50	\$3,332.50
FS-2700-9a	Agricultural Irrigation and Livestock Watering System Easement	155	\$21.50	\$3,332.50
FS-2700-9b	Cost Share Easement	155	\$21.50	\$3,332.50
FS-2700-9c	Non-Cost Share Easement	155	\$21.50	\$3,332.50
FS-2700-9d	Public Road Easement	155	\$21.50	\$3,332.50
FS-2700-9e	Forest Road Easement Issued Under the National Forest Road and Trails Act	155	\$21.50	\$3,332.50
FS-2700-9f	Private Road Easement Issued Under the National Forest Road and Trails Act	155	\$21.50	\$3,332.50
FS-2700-9g	Forest Road Easement Issued Under the Federal Land Policy and Management Act	155	\$21.50	\$3,332.50
FS-2700-9h	Private Road Easement Issued Under the Federal Land Policy and Management Act	155	\$21.50	\$3,332.50
FS-2700-10b	Communications Use Lease	155	\$21.50	\$3,332.50
FS-2700-New_2	Electric Transmission Line Easement	155	\$21.50	\$3,332.50
FS-2700-New_3	Permit for Archaeological Investigations	155	\$21.50	\$3,332.50
FS-2700-23	Amendment for Special Use Authorization	155	\$21.50	\$3,332.50
FS-2700-25	Temporary Special Use Permit	155	\$21.50	\$3,332.50

Form Number	Form Name	Estimated Total Annual Burden on Federal Government	Estimated Average Income Per Hour	Estimated Cost To Federal Government
FS-2700-26	Category 6 Major Cost Recovery Agreement	1,240	\$21.50	\$26,660.00
FS-2700-New_4	Category 5 Master Cost Recovery Agreement	1,240	\$21.50	\$26,660.00
FS-2700-27	Notice to Alaska Native Corporations Regarding Prospectus for Visitor Services	3,100	\$21.50	\$66,650.00
CATEGORY 3: ANNUAL FINANCIAL INFORMATION				
FS-2700-6b	Recreation Residence Self-Inspection Report	310	\$21.50	\$6,665.00
FS-2700-7	Reconciliation of Sales for Fee Calculation	310	\$21.50	\$6,665.00
FS-2700-8	Reconciliation of Gross Fixed Assets to Booked Amounts	310	\$21.50	\$6,665.00
FS-2700-10a	Telecommunications Facility Inventory	310	\$21.50	\$6,665.00
FS-2700-19	Fee Calculation for Concession Permits	310	\$21.50	\$6,665.00
FS-2700-19a	Fee Calculation for Ski Area Permits	310	\$21.50	\$6,665.00
	Business Practices (no standard form)	310	\$21.50	\$6,665.00
CATEGORY 4: PREPARING AND UPDATING OPERATING PLANS				
	No standard form	77.5	\$21.50	\$1,666.25
CATEGORY 5: PREPARING AND UPDATING MAINTENANCE PLANS				
	No standard form	77.5	\$21.50	\$1,666.25
CATEGORY 6: COMPLIANCE REPORTS AND INFORMATION UPDATES				
	No standard form	155	\$21.50	\$3,332.50

Summary

#	Category	Estimated Costs to Government
1	The Application Process	\$84,989.50
2	Special Use Authorizations	\$209,947.50
3	Annual Financial Information	\$46,655.00
4	Preparing and Updating Operating Plans	\$1,666.25
5	Preparing and Updating Maintenance Plans	\$1,666.25
6	Compliance Reports and Information Updates	\$3,332.50
	Total	\$348,257.00

15. REASONS FOR ANY PROGRAM CHANGES OR ADJUSTMENTS REPORTED IN ITEM 13 OR 14 OF OMB FORM 83-I

The burden hour request has increased from the previous request due to a more accurate estimation of the number of applications being filed, the agency's increased ability to query its electronic special use data base for tracking applications, as well as an increase in the special uses program involving more filed applications and authorization issuances.

An increase can also be attributed to the fact that specifically tailored forms that facilitate the information collection are being utilized, thus providing a more accurate assessment of the number and types of information requests being utilized. The increase is not a result of additional information requirements imposed on special use proponents, applicants or authorization holders.

The following specifically tailored forms have been included as new forms in this information collection:

FS-2700-New 1: Application for Permit for Archaeological Investigations. The application for Archaeological Investigations is needed to collect specialized technical information required by ARPA (16 U.S.C. 470aa-mm) and NAGPRA (25 U.S.C. 3001-3013), such as the experience and education of the people conducting the investigations and facilities for the curation of artifacts, which are unique to this type of use.

FS-2700-New 2: Electric Transmission Line Easement. Recent Congressional direction such as the National Energy Plan and the passage of the Energy Policy Act of 2005 have directed federal agencies to streamline permitting processes to facilitate the exploration, development, and transmission of affordable and reliable energy. As required by Congress, the Electric Transmission Line Easement is needed to streamline the permitting process, to allow for the long-term use on NFS lands (30-50 years), and to incorporate terms and conditions relating to the operation and maintenance specific to electric transmission.

FS-2700-New 3: Permit for Archaeological Investigation. The permit for Archaeological Investigations is needed for its specialized clauses which are unique to this type of use. The clauses pertain solely to preserving the integrity of the cultural resource on-site; title to artifacts collected; and to the reporting, deposition, and evaluation of materials for curation, as required by ARPA (16 U.S.C. 470aa-mm) and NAGPRA (25 U.S.C. 3001-3013).

FS-2700-New 4: Category 5 Master Cost Recovery Agreement. On February 21, 2006, new special use Cost Recovery regulations were published. The final rule requires an applicant or holder to pay a processing fee, and where applicable, a monitoring fee for a special use permit. As indicated in the final rule, a Category 5 use (determined by the number of hours required to complete a project), must be executed with a Master Agreement. As a result, the Master Agreement is needed to comply with the new Cost Recovery regulations.

No forms have been removed from this information collection.

16. PLANS FOR TABULATION AND PUBLICATION

The results of this collection are not planned to be published for statistical use.

17. REQUEST NOT TO DISPLAY THE EXPIRATION DATE

The Forest Service requested and was exempted from displaying the OMB expiration date on the previous Paperwork Reduction Act submission. One of the primary reasons for the request in the previous submission was the additional expense associated with redistributing new forms. More important, holders of Forest Service use authorizations often confuse OMB's expiration date with the Forest Service's date for expiration of the authorized use or the date a form was last revised (usually to reflect corrections due to typographical errors, misspells, and so forth). Therefore, we are requesting approval to not display the OMB expiration date on forms covered by OMB information collection #0596—0082.

18. EXPLANATION OF EXCEPTIONS TO THE CERTIFICATION STATEMENT IDENTIFIED IN ITEM 19

There are no exceptions to the certification statement. The agency is able to certify compliance with all provisions under Item 19 of OMB form 83-I.