

**Supporting Statement:
National Priority Project Designation
OMB Control Number 1910-{Enter 4-digit code}**

This supporting statement provides additional information regarding the Department of Energy (DOE) request for processing of the proposed information collection, National Priority Project Designation. The numbered questions correspond to the order shown on the Office of Management and Budget (OMB) Form 83-I, "Instructions for Completing OMB Form 83-I."

A. Justification

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the information collection.**

The proposed collection will allow respondents to submit applications for a National Priority Project Designation (NPPD) as called for by the Energy Policy Act of 2005 (EPAAct 2005), P. L. 109-58, Section 1405. The purpose of the NPPD is to recognize organizations whose work has advanced the field of renewable energy technology and contributed to North American energy independence.

There are four categories for NPPD: (1) Grid-Scale Generation by Wind and Biomass Energy Projects, (2) Distributed Generation by Photovoltaic and Fuel Cell Energy Projects, (3) Building Energy Efficiency and Renewable Energy Projects, and (4) First-in-Class Building Energy Efficiency and Renewable Energy Projects. Guidelines and descriptions are attached to this document.

- 2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection**

The information will be collected via electronic submission to the NPPD email inbox at NPPD@ee.doe.gov. Applicants will fill out an application in Microsoft Office Word, and email that application. Supporting documents may also be submitted, but will only be accepted via email. The Office of Information and Business Management Systems (OIBMS) within Energy Efficiency and Renewable Energy (EERE) will be collecting all applications. The information collected, along with guidance outlined in EPAAct 2005, Section 1405, will be used to determine if the applicant has met the criteria for a NPPD. The Secretary of the Department of Energy will then select no more than three applicants from each category for recommendation to the President of the United States for NPPD.

- 3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.**

All applicants will be required to submit their application electronically via email.

4. Describe efforts to identify duplication.

No other collection of this type is currently underway. This collection of information is in response to a Congressional mandate set forth in Section 1405 of EPLaw 2005.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

Small businesses and other small entities may submit an application for the NPPD. The email submission requirement does not place an undue burden on these businesses or entities.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

If the Department of Energy fails to collect this information, the Department will have failed to comply with Section 1405 of EPLaw 2005. Failure to follow through on the NPPD will directly impact the President's New Energy for America plan, as designation will encourage growth in the energy industry.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines. (a) requiring respondents to report information to the agency more often than quarterly; (b) requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it; (c) requiring respondents to submit more than an original and two copies of any document; (d) requiring respondents to retain records, other than health, medical government contract, grant-in-aid, or tax records, for more than three years; (e) in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study; (f) requiring the use of statistical data classification that has not been reviewed and approved by OMB; (g) that includes a pledge of confidentiality that is not supported by authority established in statute of regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; (h) requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.

The collection of information will be conducted in a manner consistent with OMB guidelines.

8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5CFR 320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken in

response to the comments. Specifically address comments received on cost and hour burden. Describe efforts to consult with persons outside DOE to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or report.

The proposed information collection notice and proposed guidelines for application and submission for NPPD were published in the Federal Register on Thursday, November 13, 2008, 73 FR 220, on pages 67148-67150, respectively. No comments were received.

OIBMS worked with the National Renewable Energy Lab to establish the guidelines for the submission of applications.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

There is no payment associated with the NPPD. However, each recipient will be awarded a recognition plaque for display.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

This data is being collected in order to comply with Section 1405 of EPAAct 2005. The data supplied will be used for determining selection for NPPD by DOE. The Department is limited in its confidentiality by the Freedom of Information Act, and will not post any information without notifying organizations beforehand. Applicants may request confidentiality of information that they believe is exempt by law from public disclosure; this information must be clearly marked on the application by the applicant. DOE intends to honor requests for nondisclosure of information to the extent permitted by law, and it will make a final determination with regard to disclosure or nondisclosure of the information in accordance with DOE's Freedom of Information regulations (10 CFR 10004.11).

11. Provide 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. This justification should include the reasons why DOE considers the questions necessary, the specific uses to be made of the information., the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

The request for information does not include questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. The statement should indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, DOE should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample fewer than 10 potential respondents is desirable.

The estimate of burden hours for the information collection is as follows:

Total number of unduplicated respondents: 20

Reports filed per person: 1

Total annual responses: 20

Total annual burden hours: 400 hours

Average Burden Per Collection: 20 hours

 Per Applicants: 20 hours

13. Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information.

There is no cost burden to the respondents or record keepers as a result of this information collection.

14. Provide estimates of annualized cost to the Federal government.

The annual cost to the Federal government is estimated to be about \$5, 000 per year for a total of \$15,000 over the 3-year term. This cost covers the manufacture of awards, notification to designees, awards ceremony and promotion of the event.

15. Explain the reasons for any program changes or adjustments reported in Items 13 (or 14) of OMB Form 83-I.

This is a new collection.

16. For collections whose results will be published, outline the plans for tabulation and publication.

The application period will last 60 days, followed by a 45 day evaluation period. The applications and evaluation forms will be collected and maintained by OIBMS. Based upon the evaluations, the Secretary will award a maximum of three designations in each of the four categories set forth by Congress. Recognition of the designations will be published through media outlets and DOE's website. DOE intends to work with the White House to assess whether an awards ceremony promoting President Obama's energy initiatives through the recognition provided by the NPPD will be appropriate.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.

Not seeking approval to not display the expiration date.

18. Explain each exception to the certification statement identified in Item 19 of OMB Form 83-I.

No exceptions.