

Supporting Statement A for Paperwork Reduction Act Submission

National Geospatial Program National Map: Imagery and Elevation Maps

OMB Control Number: 1028-New

Terms of Clearance: None. This is a new collection

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 collection of information.**

Authority:

- Executive Order 12906 - Coordinating Geographic Data Access
- U.S. Code Title 43, Chapter 2, Section 36d. (43 U.S.C. 36d)

Executive Order 12906 calls for the establishment of the National Spatial Data Infrastructure defined as the technologies, policies, and people necessary to promote sharing of geospatial data throughout all levels of government, the private and non-profit sectors, and the academic community. The U.S. Geological Survey's (USGS) National Geospatial Program (NGP) promotes geospatial data sharing throughout all levels of government, the private and non-profit sectors, and academia. We are working to deliver new ways of accessing, sharing and using geographic data that enable comprehensive analysis of data to help decision-makers choose the best course(s) of action (see: http://www.fgdc.gov/policyandplanning/newsbp/StrategicPlanGuidelines_v2_052809_FinalVersion.pdf)

During FY10, the NGP of the USGS will provide funding under the American Recovery and Reinvestment Act (ARRA) for the collection of orthoimagery and elevation data. We will accept applications from State, local or tribal governments and academic institutions to advance the development of *The National Map* and other national geospatial databases. This effort will support our need to supplement ongoing data collection activities to respond to an increasing demand for more accurate and current elevation data and orthoimagery.

As the lead Federal government agency, we are designated to collect terrestrial elevation data and orthoimagery (aerial photography) under the Office of Management and Budget (OMB) Circular A-16. This Circular outlines our responsibilities regarding coordination of Federal surveying, mapping, and related spatial data activities that are financed in whole or in part by Federal funds. The USGS is using this opportunity to supplement ongoing data collection activities with ARRA funding to respond to an increasing demand for more accurate and current elevation data and orthoimagery.

The NGP archives and disseminates base layer geospatial data as part of *The National Map* and its products. Elevation (lidar) data and orthoimagery are two of these base geospatial layers that support our current data needs. Many organizations including State, local and tribal governments, private and non-profit firms, as well as many Federal government agencies will use these data to support requirements for planning, infrastructure improvements, and resource assessments.

- 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. [Be specific. If this collection is a form or a questionnaire, every question needs to be justified.]

We will use this information to evaluate applications for funding through the NGP cooperative agreement process. This collection will ensure that sufficient and relevant information is available to evaluate and select proposals for funding. Financial assistance will be awarded on a competitive basis following the evaluation and ranking of both academic and State, local and tribal applications by a review panel composed of representatives from the USGS.

We will use Standard Forms 424 (Application for Federal Assistance); 424A (Budget Information Non-Construction Programs); and 424B (Assurances Non-Construction Programs). Applicants will submit proposals for funding in response to Notices of Funding Availability (NOFA) published on Grants.gov and listed on ARRA web pages.

For the purposes of this request, the recipients will submit quarterly status reports (no more than two pages) to the NGP Grants Program Manager within the first week of each quarter. The quarterly reports will include:

1. *Brief narrative of accomplishments*
2. *Status of contracts with dates*
3. *Percentage of data collection complete*
4. *Percentage data processing complete*
5. *Work anticipated in following quarter*
6. *Deliveries Issues/Difficulties*

A final technical report will document and summarize the results of the entire project. This report will contain a comparison of actual accomplishments to the goals established for the funded period; reasons why established goals were not met, if applicable; and other pertinent information. The final report will be submitted to the NGP within 90 calendar days of the end of the project period.

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, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden [and specifically how this collection meets GPEA requirements].***

All application instructions and forms are available on the Internet through Grants.gov (<http://www.grants.gov>). Hard/paper submissions and electronic copies submitted via e-mail will not be accepted under any circumstances. All reports will be accepted electronically via e-mail.

4. ***Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.***

Due to the unique nature of this program no other Federal agency will collect this information for the purposes of advancing the development of *The National Map*. No duplication will occur.

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

We have made efforts to keep the amount of information requested to a minimum for all of the applicants. The information has to be sufficient to make a competitive funding decision. The amount of information requested will not have a significant impact on small entities, as they will provide the amount of information needed to compete for financial assistance under these programs.

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.

Failure to collect this information would result in a critical reduction in our ability to provide the most up-to-date, high quality, integrated geospatial data and improved products and services including new generation digital topographic maps. Using ARRA funds will allow the USGS to fulfill Science Strategic Planning priorities by extending elevation data coverage inland to coastal communities and population centers. Coastal areas of the United States most susceptible to storm and hurricane flooding, earthquake damage, erosion and sea level rise are top priority collection areas. We believe that the additional data collected will have substantial impact on the resolution of the National Elevation Dataset (NED) of *The National Map*. The full data set will be made available for use in other national applications such as infrastructure development, resource assessment and scientific studies.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner: (i) requiring respondents to report more often than quarterly, (ii) requiring respondents prepare written responses in fewer than 30 days after receipt, (iii) requiring respondents to submit more than an original and two copies of any document, (iv) retain records for more than 3 years; (v) 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; (vi) the use of a statistical data classification that has not been reviewed and approved by OMB; (vii) that includes a pledge of confidentiality not supported by authority established in statute or regulation; requiring respondents to submit proprietary trade secrets or other confidential information.

There are no circumstances that require collection of information in a manner inconsistent 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 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice [and in response to the PRA statement associated with the collection over the past three years] and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.

Describe efforts to consult with persons outside the agency 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 reported. [Please list the names, titles, addresses, and phone numbers of persons contacted.]

Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years — even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.

Because of the short timeframe available to award these grants and complete the projects, we are requesting that OMB approve this collection on an emergency basis. We also request a waiver of the requirements to publish Federal Register notices for this information collection. If OMB grants emergency approval, we will immediately begin the process to obtain regular approval by publishing a 60

day notice in the Federal Register.

In the absence of a 60 day Federal Register notice, we solicited comments from members of the geospatial community familiar with the cooperative agreement and granting process. We asked them to provide feedback about the clarity of instruction, approximate length of time it would take for them to complete the application and the necessary final reports. We received comments from the four individuals listed below in Table 1.

Table 1. Individuals Contacted Outside the Agency

<p>Qi Chen, Assistant Professor Department of Geography University of Hawaii at Manoa 422 Saunders Hall 2424 Maile Way Honolulu HI 96822 Phone: 808-956-3524 Email: qichen@hawaii.edu</p>	<p>James Giglierano, Research Geologist Iowa Department of Natural Resources Geological Survey 109 Trowbridge Hall Iowa City, IA 52242-1319 Phone: 319-335-1594 Email: james.giglierano@dnr.iowa.gov</p>
<p>Christopher Crosby Geoscience Coordinator & Open Topography Lead, GEON Project San Diego Supercomputer Center Univ. of California, San Diego, MC0505 9500 Gilman Drive La Jolla, CA 92093-0505 Phone: 858-822-5458 Email: ccrosby@sdsc.edu</p>	<p>Ramon Arrowsmith Assoc. Professor of Geology School of Earth and Space Exploration Arizona State University Tempe, AZ 85287 Phone: 480-965-3541 Email: ramon.arrowsmith@asu.edu</p>

The respondents estimated the hour burden for the application from 40-80 hours. We believe that this variance results from the time it takes them to gather information they need to prepare the narrative, write the narrative, and the time that it takes to receive supporting feedback (i.e. peer-reviews and letters of support). Based on these results we adjusted our estimated burden time by averaging the times reported by the reviewers. The estimated burden to complete the proposal process is now approximately 60 hours for the narrative. One respondent questioned the monthly reporting requirement stating that it “seems excessive” and that “a quarterly report would be more favorable.” We responded by adjusting the requirements from monthly to quarterly reports. We have added the following statements to the NOFA:

Quarterly Status Report: This is a quarterly status report to the Grants Program Manager. Within 7 days of the beginning of each quarter, a report is to be submitted summarizing the previous quarter’s progress. Unless there are significant issues to explain, this report should fit on no more than two pages and outline significant accomplishments. Content should include:

- (a) *Brief narrative of accomplishments*
- (b) *Status of contracts with dates (rfp, proposal reviews, award, etc.)*
- (c) *% data collection complete*
- (d) *% data processing complete*
- (e) *Work anticipated in following quarter*
- (f) *Deliveries*
- (g) *Issues/Difficulties*

We estimate that each respondent will spend at least 1 hour preparing a quarterly report. We believe that any variance in the time will be based on the level of perceived complexity needed to complete each

report.

The remaining comments on the clarity of the announcement included additional questions about the monthly reports, definition of the Federal fiscal year, suggestions to improve the priority map graphics, some grammatical edits, and concerns about applicants being able to provide the cost estimates without going through a request for proposals from vendors prior to submitting their applications. There were also comments on the evaluation process for technical merit. We have modified the NOFA and technical merit evaluation criteria as a result of the feedback. We have also incorporated suggestions, edits, and comments in the final announcement where appropriate.

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

No payments or gifts are provided other than the remuneration of grantees.

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

No assurance of confidentiality is given to respondents.

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 the agency 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.

No questions of a “sensitive” nature will be asked.

12. Provide estimates of the hour burden of the collection of information

Our estimates, in Table 2 below, are based on our own knowledge plus the outreach described in item 8. We expect to receive approximately 40 narratives in response to the announcement.

Narrative Preparation: We anticipate that it will take each applicant approximately 60 hours to complete the project narrative and to provide any other relevant supporting documents such as: letters of support, site photos, and curriculum vitae (totaling 2,400 hours).

We anticipate awarding an average of 20 grants per year. The 20 award recipients are required two different types of reports during life of the agreement:

Quarterly Status Report: Within 7 days of the beginning of each quarter, a report will be submitted summarizing the previous quarter’s progress. The quarterly report will take at least 1 hour to prepare (totaling 80 burden hours).

Final Report will document and summarize the results of the work. These reports will contain a comparison of actual accomplishments to the goals established for the period; reasons why established goals were not met, if applicable; and other pertinent information. The final report shall be submitted within 90 calendar days of the end of the project period. We estimate that approximately 10 hours will be used to complete the final report (totaling 200 hours).

We estimate that the total burden for this collection will be 2,680 hours.

Table 2. Estimated annual hour burden of the collection of information

Activity	Number of Annual Responses	Estimated Completion Time per Response	Total Annual Burden Hours
Narrative Preparation	40	60 hours	2,400
Quarterly Status Reports	80	1 hour	80
Final Report	20	10 hours	200
TOTAL	140		2,680

We estimate the dollar value of the annual burden hours to be \$182,588 (see Table 3). The hour cost is based on BLS news release USDL 08-1802 of December 10, 2008, for average full compensation per hour including benefits for private industry. The particular values utilized are:

- States/tribal/local governments. Average hourly wage is \$45.42 multiplied by 1.5 to account for benefits (\$68.13). To obtain the rate for State/local/tribal government, we used data from http://www.bls.gov/oes/current/naics4_999200.htm, Table 19-0000 – geoscientist mean income.
- Private sector. For purposes of this collection, we used the same rate for the private sector.

Table 3. Estimated Dollar Value of Annual Burden Hours

Activity	Annual Number of Responses	Estimated Completion Time per Respondent	Total Annual Burden Hours	Dollar Value of Burden Hour [Including Benefits]	Total Dollar Value of Annual Burden Hours
Narrative Preparation	40	60 hours	2,400	\$68.13	\$163,512
Final Reports	20	10 hours	200	\$68.13	\$13,626
Quarterly Reports	80	1 hour	80	\$68.13	\$5,450
TOTAL	140		2,680		\$182,588

13. Provide an estimate of the total annual [non-hour] cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14).

We have not identified any “non-hour cost” burdens to respondents.

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 in a single table.

The total estimated cost to the Federal Government for processing and reviewing proposals and reviewing reports as a result of this collection of information is \$35,728. This includes Federal employee's hourly wages and benefits. Table 4 below shows Federal staff and grade levels performing various tasks associated with this information collection. We used the Office of Personnel Management Salary Table 2009-DCB (http://www.opm.gov/flsa/oca/09tables/html/dcb_h.asp) to determine the hourly wages for the Federal employees associated with this collection. We multiplied the hourly wage by 1.5 to account for benefits (as implied by the previously referenced BLS news release).

The Grants Specialist will provide assistance to applicants when help is requested, download the applications, and provide the applications to the National Map Coordinator. The National Map Coordinator will complete an initial review process to consider the completeness of documentation and basic eligibility of each application received. Six subject matter specialists will evaluate the eligible proposals. Each proposal is evaluated and scored using narrative evaluation factors. Finally, the slate of selected proposals will be submitted to USGS senior leadership for final approval.

Table 4. Annualized Cost to the Federal Government

Action	Position	Grade/ Step	Hourly Rate	Hourly Rate incl. benefits (1.5 x hourly pay rate)	Estimated time spent by Federal Employees (hours)	Annual Cost
Processes 40 Applications	Grants Specialist	GS-13/5	\$47.21	\$70.82	20 hours	\$1,416
Reviews 40 Applications	National Map Coordinator	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
Evaluates Applications	Subject Matter Specialist #1	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	Subject Matter Specialist #2	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	Subject Matter Specialist #3	GS-15/5	\$65.62	\$98.43	40 hours	\$3,937
	Subject Matter Specialist #4	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	Subject Matter Specialist #5	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	Subject Matter Specialist #6	GS-15/5	\$65.62	\$98.43	40 hours	\$3,937
Subtotal						\$23,455
Reviews all quarterly and final reports	National Map Coordinator	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	National Map ARRA Coordinator	GS-14/5	\$55.78	\$83.67	40 hours	\$3,347
	Subject Matter Specialist #1	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
Reviews final reports (only)	Subject Matter Specialist #2	GS-13/5	\$47.21	\$70.82	25 hours	\$1,771
	Subject Matter Specialist #3	GS-12/5	\$39.70	\$59.55	25 hours	\$1,489
Subtotal						\$12,273

Action	Position	Grade/ Step	Hourly Rate	Hourly Rate incl. benefits (1.5 x hourly pay rate)	Estimated time spent by Federal Employees (hours)	Annual Cost
TOTAL						\$35,728

15. Explain the reasons for any program changes or adjustments.

This is a new request.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

Data will be maintained on the proposals and resulting grant awards in a database. Selected projects will be listed along with the amount of funding, and a description of each project on the ARRA website.

The information collected for the purposes of awarding ARRA funds will not be tabulated or published for statistical use. The information collected will be evaluated by a panel of program managers and scientists. The panelists will read the proposals prior to their meeting. The panel will discuss each proposal and evaluate the technical merit. The peer review panel will vote on each proposal based on the criteria established. The panel rankings are the principal determination of proposal success pending available funds.

Data generated as a part of work funded under this program must be made readily available; there is no provision for PIs to have exclusive access to data for a proprietary period of time. The USGS reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, the data for Government purposes.

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

Not applicable. We will display the OMB control number and expiration date.

18. Explain each exception to the certification statement "Certification for Paperwork Reduction Act Submissions".

There are no exceptions to the certification statement.