

**Supporting Statement A  
for Paperwork Reduction Act Submission**

**OMB Control Number: 1028-0092**

**National Geospatial Program:  
The National Map**

**Terms of Clearance: None**

**A. Justification**

- 1. Explain the circumstances that make the collection of information necessary.**

**Authorities:**

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

***The American Recovery and Reinvestment Act of 2009*** (Pub.L. 111-5) provided initial funding for the collection of orthoimagery and elevation data. The National Geospatial Program (NGP) of the U.S. Geological Survey (USGS) will continue to 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 well as other layers such as hydrography, transportation, structures, and names.

Executive Order 12906 called 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 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/newsppb/StrategicPlanGuidelines\\_v2\\_052809\\_FinalVersion.pdf](http://www.fgdc.gov/policyandplanning/newsppb/StrategicPlanGuidelines_v2_052809_FinalVersion.pdf))

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 to respond to an increasing demand for more accurate and current geospatial data, including elevation 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.]**

The NGP uses this information to evaluate applications for funding through the NGP cooperative agreement process. This collection will continue to 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 submit proposals for funding in response to Notices of Funding Availability (NOFA) that we publish on Grants.gov.

The project summaries and narratives are the basis for this information collection request. All awards under this program have a maximum reporting requirement of quarterly status reports (no more than two pages) that shall be submitted 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 must 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 collects this information for the purposes of advancing the development of *The National Map*.

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.

**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. Collecting proposals in order to competitively award grants and cooperative agreements is necessary to comply with the Federal Grants and Cooperative Agreement Act, the Federal Financial Assistance Management Improvement Act. Successful applicants must submit reports in compliance with Federal regulations. Not requiring reports would violate the reporting requirements of the Uniform Administrative Requirements as incorporated in 43 CFR Part 12. Information collection through regular reporting is essential to ensure that Government funds are properly expended.

**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.*

On December 30, 2009 we published in the Federal Register (74 FR 69134) a notice of our intent to request that OMB renew this information collection. In that notice we solicited comments for 60 days, ending March 1, 2010. We did not receive any comments in response to that notice.

Before submitting our request for emergency approval of this collection in August 2009, we conducted outreach with potential applicants. We specifically requested comments on the:

- Utility of the information that we collect,
- Estimated length of time to complete applications and reports, and
- Clarity of instructions.

We received comments from three university professors and a geologist who have experience with submitting similar applications (see 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 &amp; 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.

The remaining comments on the clarity of the announcement included additional questions about 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 modified the previous NOFA and technical merit evaluation criteria as a result of the feedback. We will incorporate suggestions, edits, and comments in future announcements where appropriate.

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

We do not provide payments or gifts 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.**

We do not provide any assurance of confidentiality 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.**

We do not ask questions of a sensitive nature.

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

Applicants for this grant program may be nonprofit, nongovernmental organizations; public and private institutions of higher education; and Federal, State, and local government agencies. We estimate that we will receive 175 responses totaling 4,780 annual burden hours. We estimate the annual dollar value of the burden hours to be \$223,020.

Our estimates, in Tables 2 and 3 below are based on our own knowledge plus the outreach described in item 8. We expect to receive approximately 75 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 4,500 annual hours).

We anticipate awarding an average of 20 grants per year. The 20 award recipients must provide 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 annual hours).

**Final Report:** 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 it will take approximately 10 hours to complete a final report (totaling 200 annual 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	75	60 hours	4,500
Quarterly Status Reports	80	1 hour	80
Final Report	20	10 hours	200
<b>TOTAL</b>	<b>175</b>		<b>4,780</b>

We estimate the dollar value of the annual burden hours to be \$223,020 (see Table 3). The particular values utilized are:

- State/tribal/local governments:** The mean hourly wage is \$32.13. We determined this hourly wage based on Bureau of Labor Statistics, Occupational Employment and Wages, May 2008, 19-3092 Geographers in this category (see: <http://www.bls.gov/oes/2008/may/oes193092.htm>). We multiplied the hourly wage by 1.5 to account for benefits (\$48.20) in accordance with the BLS news release USDL 10-0283, March 10, 2010.
- Private sector:** The mean hourly wage is \$31.04. We determined this hourly wage based on the Bureau of Labor Statistics, Employment Costs for Private Workers (see: wages for Professional and Technical services - <http://www.bls.gov/news.release/ecec.t10.htm>). We multiplied by 1.4 to account for benefits (\$43.46) in accordance with the BLS news release USDL 10-0283, March 10, 2010.

**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
<b>Narrative Preparation</b>					
State, Local and Tribal	50	60 hours	3,000	\$48.20	\$144,600
Private	25	60 hours	1,500	\$43.46	\$65,190
				<b>Subtotal</b>	<b>\$209,790</b>
<b>Final Reports</b>					
State, Local and Tribal	16	10 hours	160	\$48.20	\$7,712
Private	4	10 hours	40	\$43.46	\$1,738
				<b>Subtotal</b>	<b>\$9,450</b>
<b>Quarterly Reports</b>					
State, Local and Tribal	64	1 hour	64	\$48.20	\$3,085
Private	16	1 hour	16	\$43.46	\$695
				<b>Subtotal</b>	<b>\$3,780</b>
<b>TOTAL</b>	<b>175</b>		<b>4,780</b>		<b>\$223,020</b>

**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).**

There is no non-hour cost burden to applicants under this collection. There is no fee for application nor any fees associated with application requirements.

**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 \$35,214. 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](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 75 Applications	Grants Specialist	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
Reviews 75 Applications	National Map Coordinator	GS-13/5	\$47.21	\$70.82	60 hours	\$4,249
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

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
<b>Subtotal</b>						<b>\$26,288</b>
Reviews all quarterly and final reports	National Map Coordinator	GS-13/5	\$47.21	\$70.82	40 hours	\$2,833
	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
<b>Subtotal</b>						<b>\$8,926</b>
<b>TOTAL</b>						<b>\$35,214</b>

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

We are requesting an increase of 35 responses and 2,100 burden hours from our previous submission. This request is due to an estimated increase in the potential number of respondent based on our most recent collection of information.

**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.**

The information collected 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.