Supporting Statement A for Paperwork Reduction Act Submission

OMB Control Number 1024-0028

Urban Park and Recovery Project Performance Report

36 CFR 72

July 29, 2010

Terms of Clearance: OMB approved this information collection on August 8, 2007, with the following terms of clearance: None

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

The Urban Park and Recreation Recovery (UPARR) Act (16 U.S.C. 2501 et seq.) was passed as Title X of the National Parks and Recreation Act of 1978. The UPARR Act authorized the Secretary of the Interior to establish a grant program to help physically and economically distressed urban areas improve recreation opportunities for their residents.

The UPARR program is administered by the National Park Service (we, NPS) in accordance with regulations at 36 CFR 72. These regulations (1) explain the policies to be followed for awarding grants; (2) list the requirements and criteria to be met for each type of grant and discretionary eligibility; (3) discuss fundable uses and limitations; (4) explain how proposals will be selected and funding; and (5) describe the application process and administrative procedures for awarding grants. The three types of grants available under the program are:

- Rehabilitation - renovate or redesign existing close-to-home recreation facilities.
- Innovation - specific activities that either increase recreation programs or improve the efficiency of the local government to operating existing programs.
- Planning - development of a Recovery Action Program plan.

The UPARR Program Project Performance Report details the annual status of the projects and any changes that need to be implemented. We use this information to ensure that the grantee is accomplishing the work on schedule and to identify any problems that the grantee may be experiencing in accomplishing that work.

2. Indicate how, by whom, how frequently, and for what purpose the information is to be used. If the information collected will be disseminated to the public or used to support information that will be disseminated to the public, explain how the collection complies with all applicable Information Quality Guidelines.

Local governments provide annual Project Performance Reports to the NPS. We use the information: (1) to monitor against possible waste, fraud, and abuse; (2) for billing and audit purposes; and (3) to prepare reports to Congress as necessary.

Reports include the scheduled completion date, percent completed to date, and percent to be completed at the end of next report period. We use this information to monitor the project for delays or revisions, and indicate work completed and work scheduled for the next year. We also ask for the percent of costs expended to date and the percent of costs to be expended by the end of the next reporting period.   Reasons for delays or cost adjustments are to be described in the report. We require the following additional data for the Progress Performance Report for innovation grants:

- Brief intent of the proposal and the innovation to be accomplished.
- Progress toward providing the innovation technique, service, or program in terms of the following where applicable: meetings held, groups consulted, construction completed, equipment purchased, personnel hired or trained, new partnerships established, labor or monetary donations to support the innovation grant objectives, number and type of people now benefiting from the new recreation opportunity, and the community's opinion.
- Unusual successes or failures in implementation.

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.].

The Project Performance Report may be submitted by hard copy via mail or electronically through email. There are no forms available for this collection.

4. Describe efforts to identify duplication.

There is no duplication of the information between this collection and collections by other entities because it is project specific to this unique grant program.

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

The collection of information does not impact small businesses or other small entities. All respondents are urban governments which are traditionally cities with populations greater than 50,000.

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.

Less frequent data collection would jeopardize program integrity and increase the opportunity for fraud, waste, and abuse. Failure to require 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:

* **requiring respondents to report information to the agency more than quarterly;**

* **requiring respondents to prepare a written response to a collection of information in fewer 30 days after the receipt of it;**

* **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years:**

* **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;**

* **requiring the use of statistical data classification that has not been reviewed and approved by OMB;**

* **that includes a pledge of confidentiality that is not supported by authority established in statute or 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; or**

* **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 confidentially to the extent permitted by law.**

None of the listed circumstances above apply.

8. Provide 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 (or in response to a PRA statement) and describe actions taken by the agency in response to those comments.

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 name, titles, addresses, and phone numbers of persons contacted.

A notice announcing the extension of the collection and requesting public comments was published in the Federal Register on April 5, 2010 (75 FR 17153) for a 60-day period. The comment period ended on June 4, 2010. The NPS did not receive any comments in response to the Federal Register notice.

No individuals outside NPS were consulted, since there has not been any information collected since the last renewal of this collection.

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

There are no payments or gifts to respondents.

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

There are no assurances of confidentiality provided to respondents.

11. Provide additional justification for any question of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

No sensitive questions are asked.

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

We are estimating 1 annual response and 1 burden hour for this collection as a placeholder for requirements in our regulations. We reduced the completion time from 1.5 hours to 1 hour, based on previous experience in administering this collection. This program has not been funded since FY 2002 and there are no open grants requiring a project report. The program may be funded in the future.

We estimate the dollar value of the annual burden hours to be $63 (rounded). Local Recreation Grant Officers complete the Project Performance Reports. The mean hourly wage is approximately $42.17, based on the Bureau of Labor Statistics, Occupational Employment and Wages, May 2008 http://www.bls.gov/oes/2008/may/oes111021.htm). A multiplier of 1.5 was added for benefits for State/local/tribal governments in accordance with BLS news release USDL 10-0774, June 9, 2010 (http://www.bls.gov/news.release/pdf/ecec.pdf) resulting in an hourly wage of $63.26.

13. Provide an estimate of the total annual [nonhour] cost burden to respondents or record keepers resulting from the collection of information.

There are no nonhour costs.

14. Provide estimates of annualized costs to the Federal Government.

The annual cost to the Federal Government is $25 (rounded) ($49.10 X .5 hour). An Outdoor Recreation Planner reviews the report for status of the project and compiles required reports to Congress on any findings. The NPS estimates 1/2 hour to review and process each report. The hourly rate for a GS-12/step 5 is $32.73, based on the Office of Personnel Management Salary Table 2010-GS (http://www.opm.gov/oca/10tables/pdf/gs_h.pdf). A multiplier of 1.5 was added for benefits in accordance with BLS news release USDL 10-0774, June 9, 2010 (http://www.bls.gov/news.release/pdf/ecec.pdf), resulting in an hourly wage of $49.10.

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

We are reporting 1 annual response and 1 burden hour for this collection to serve as a placeholder for regulatory requirements. This decrease of 163 responses and 245 burden hours is an adjustment until funding is reinstated. While the UPARR program has remained authorized, it has not been funded since FY 2002. It may receive funding in the future.

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

We do not publish this information.

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.

We will display the OMB control number and expiration date on appropriate materials.

18. Certification

There are no exceptions to the certification statement.