

Supporting Statement for Paperwork Reduction Act Submissions 2501-XXXX

A. Justification:

1. Why is this information necessary?

On December 16, 2009, the President signed the Consolidated Appropriations Act, 2010 (Public Law 111-117) that provided \$40 million for HUD's Community Challenge Planning Grants. HUD's \$40 million Community Challenge Planning Grant Program will foster reform and reduce barriers to achieving affordable, economically vital, and sustainable communities. Such efforts may include amending or replacing local master plans, zoning codes, and building codes, either on a jurisdiction wide basis or in a specific neighborhood, district, corridor, or sector to promote mixed-use development, affordable housing, the reuse of older buildings and structures for new purposes, and similar activities with the goal of promoting sustainability at the local or neighborhood level. HUD's Community Challenge Planning Grant Program also supports the development of affordable housing through the development and adoption of inclusionary zoning ordinances and other activities such as acquisition of land for affordable housing projects.

2. How is this information to be used?

This information will be used to review, rank at rate applications for the **Community Challenge Planning Grants** Notice of Funding Availability.

3. Describe whether, and to what extent, the collection of information is automated?

The information is not automated. The information will be provided with the use of grants.gov and regular electronic email.

4. Duplication of Information

This information is not being collected elsewhere. The information being collected is specific to current funding, therefore the information has not been previously collected.

5. Does the collection of information impact small businesses or other small entities?

This collection of information does not significantly impact small businesses or entities.

6. Describe the consequences to Federal program or policy activities if the collection is not conducted or is conducted less frequently.

The Department would not be able to ensure that funds were distributed in a fair and impartial manner if this collection was not conducted.

7. Explain any special circumstances

There are no special circumstances.

8. Identify the date and page number of the Federal Register notice soliciting comments on the information.

A notice of proposed information collection was published in the Federal Register on XXXX, 2010, page XXXXX to solicit public comment.

9. Explain any payments or gifts to respondents, other than remuneration of contractors or grantees.

No payments or gifts to respondents are provided.

10. Describe any assurance of confidentiality provided to respondents.

The information provided is not of a confidential nature.

11. Justify any questions of a sensitive nature, such as sexual, religious beliefs, and other matters that are commonly considered private.

The information collected does not contain questions of a sensitive nature.

12. Annual Reporting Burden

The annual reporting burden hours for reporting are based on the requirement that each applicant submits one form per application. We estimate that on average, a response time of 6 hours will be required.

Form/Document	No. of Respondents	Average # of Responses	Total Responses	Hours per Response	Total Hours	Cost per hour	Total Cost
Pre-application	600	1	600	6	3600	\$40	\$144,000
Application	300	1	300	6	1800	\$40	\$72,000
TOTAL					5400		\$216,000

13. Additional Cost to Respondents

There are no additional costs to respondents other than what is reported in Item 12.

14. Annualized cost to the Federal Government

Estimated annualized cost for collection of information is \$216,000 (5400 x \$40 estimate hourly cost). The estimated hourly cost figure of \$ 40 is determined for an experienced professional that approximates the hourly (mid-range) salary of a GS-13 employee.

15. Explain any program changes or adjustments.

This is a new collection.

16. If the information will be published, outline plans for tabulation and publication.

The results of this information collection will not be published.

17. OMB Expiration Date

HUD is not seeking approval to avoid displaying the OMB expiration date.

18. Certification of Paperwork Reduction Act Submission There is no exception to Item # 19 "Certification of Paperwork Reduction Act Submission."

B. Collections of Information Employing Statistical Methods.

The collection of information does not employ statistical methods.