

SUPPORTING STATEMENT

Fixed Residential Moving Cost Schedule

INTRODUCTION

This is to request OMB's renewed three-year approved clearance for the information collection entitled, Fixed Moving Cost Schedule.

Part A. Justification.

1. Circumstances that make collection of information necessary.

The Fixed Move Cost Schedule is established by Section 202(b) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act). Section 24.304 of Title 49 of the Code of Federal Regulations (CFR), effective January 2005 requires the Fixed Residential Moving Cost Schedule to be approved by Federal Highway Administration and published in the Federal Register on a periodic basis. Information collected is necessary to administer the program and award grants to ensure the most effective use of public funds. This program, and the information collected, supports the Relocation Program under the Uniform Act.

2. How, by whom, and for what purpose is the information used.

The Federal Highway Administration (FHWA) will collect this information from State Transportation Agencies. The information is submitted by the State Transportation Agency through the FHWA Division Offices to the FHWA's Office Real Estate Services. Information will be used to update and publish the Fixed Move Residential Moving Cost Schedule for use by other Federal Agencies operating under the Uniform Act, State Transportation Agencies, Local Public Agencies and consultant representatives of those Agencies. The information is used to determine a payment for moving and related expenses for persons displaced by a federally funded project.

3. Extent of automated information collection.

Changes to the Fixed Residential Moving Cost Schedule will be submitted via e-mail. As all State Transportation Agencies have integrated currently available technology into their business practices, it is anticipated that all of the applications will be submitted via e-mail.

4. Efforts to identify duplication.

There is no duplication or existing source for the information to be collected.

5. Efforts to minimize the burden on small businesses.

Collection is limited to State Transportation Agencies and there is no burden on small business.

6. Impact of less frequent collection of information.

Information will only be collected periodically, approximately once every three years, to

administer the program. In order to provide fair and equitable treatment to displaced persons, this information cannot be collected less frequently.

7. Special circumstances.

None

8. Compliance with 5 CFR 1320.8:

A Federal Register notice was published on May 19, 2010, which solicited public comments on the intention of the FHWA to seek renewal of this information collection. No comments were received.

9. Payments or gifts to respondents.

Not applicable.

10. Assurance of confidentiality:

The information will only be used for administration of Uniform Act Relocation Program for residential moving and related expenses.

11. Justification for collection of sensitive information:

No sensitive information will be collected.

12. Estimate of burden hours for information requested:

Respondents are limited to State Departments of Transportations (52, including the District of Columbia and Puerto Rico). It is anticipated that FHWA will receive 52 total responses over the 3 year approval period or 18 annually. Each response will take an estimated 24 hours, totaling 416 hours annually.

13. Estimate of total annual cost to respondents.

There are no costs to respondents.

14. Estimate of cost to the Federal government.

N/A

15. Explanation of program changes or adjustments.

There are no program changes.

16. Publication of results of data collection.

The updated Fixed Residential Moving Cost Schedule will be published on the FHWA Office of Real Estate Services website.

17. Approval for not displaying the expiration date of OMB approval.

Not applicable.

18. Exceptions to certification statement.

Not applicable.