

## SUPPORTING STATEMENT

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### Innovation of the Day Submission Platform

#### Part A: Justification

##### 1. Necessity of Information Collection

We request clearance for the proposed questions to be used on the Innovation of the Day submission website. Submission and frequency of submission of information is completely voluntary. The submission form is always available online.

The submitted information will be available to the public to encourage a synergy within and without of HUD on these kinds of innovations in housing and community development. HUD employees and external partners will connect to the work as they begin to notice, search for and submit innovations from the field to the platform. This will create a sense of ownership, awareness and connection to the work in the field and give HUD staff and partners the chance to engage as they may not have previously.

##### 2. Needs and Uses

“Innovation of the Day” is a new online submission and display platform located on HUD.gov, facilitated through the Office for International and Philanthropic Innovation (IPI) in PD&R at HUD. The simple and intuitive platform is designed to seek out and lift up the best models, practices and systems in the area of housing and community development, from both inside and outside HUD, and expose them to the world through a steady update to the site every day after the innovation display pages are launched. Once displayed, the “Innovations”, broken down into various categories, can be commented on, discussed, and shared further through a wide variety of social media networks already available. Authority: Title 13 U.S.C. Section 9(a), and Title 12, U.S.C., Section 1701z-1 *et seq.*

##### 3. Use of Information Technology

###### a. Data Collection

The submission form is a simple online form that will collect information from users and feed into a master spreadsheet by which submission will be reviewed and vetted.

###### b. Data Dissemination

All submitted information which is approved according to the stated criteria on the submission form will be posted to the online platform on [www.hud.gov](http://www.hud.gov) for the public to view. Submissions will be vetted in batches so that new innovations may be released each day. Submissions will be archived and searchable, as well.

Vetting criteria:

1. Must be related to housing and/or community development
2. Must be existing innovation, already in practice (not just an idea) – do we want to be so narrowly focused?
3. Must have a track record of success or specific examples – other than the fill in the blank questions on the submission form that loosely address this question, do we need to be more specific
4. Must, in whole or in part, be replicable
5. Must serve more than one person or small group of people
6. Must combat a specific weakness, issue or problem in its location

#### **4. Efforts to Identify Duplication**

HUD does not have any other similar platform available to the public for submitting best practices in housing and community development to be collected in a clearinghouse of innovations made available to the public for viewing and searching.

#### **5. Minimizing Burden**

We have designed the submission questions to obtain the required information, while keeping respondent burden to a minimum. Submissions are always completely voluntary.

#### **6. Consequences of Less Frequent Collection**

Frequency of information submission is completely voluntary.

#### **7. Special Circumstances**

We collect the data in a manner consistent with OMB guidelines, and there are no special circumstances.

#### **8. Consultations Outside the Agency**

Attached is a copy of the *Federal Register Notice* required by 5 CFR 1320.8(d).

HUD has discussed plans for the Innovation of the Day platform with all appropriate staff within the agency and no concerns have been surfaced. HUD has also discussed the effort with a team at Department of Labor who is conducting a survey of best practice platforms across the federal government.

#### **9. Paying Respondents**

The Innovation of the Day platform does not give respondents payments or gifts.

## **10. Assurance of Confidentiality**

Information collected through the submission forms is completely voluntary and any submission may remain anonymous if desired.

HUD does not endorse any submission, submitter or his/her organization. Additionally, no submissions will be given preferential treatment in any future dealings with HUD.

HUD employees are not permitted to post innovations based on non-public or confidential information.

## **11. Justification for Sensitive Questions**

The survey does not include any questions of a sensitive nature.

## **12. Estimate of Hour Burden**

Estimation of the total number of hours needed to prepare the information collection including number of respondents, frequency of response, and hours of response:

**Estimated Respondent Burden Hours and Costs**

<b>Form</b>	<b>Respondent Sample</b>	<b>Number of Respondents</b>	<b>Average Time to Complete (Minimum, Maximum) In Minutes</b>	<b>Frequency</b>	<b>Total Burden (hours)</b>
<b>Online Innovation Submission Form</b>	The public	Approx. 2-10 per day	10 min (5-15 min)	20 days per month	6-30 hours per month

## **13. Estimate of Cost Burden**

The annualized cost estimate to respondents for burden hours is \$0. There are no costs to respondents other than that of their time to respond.

## **14. Cost to Federal Government**

Funding for the project is supported by existing budgets.

## **15. Project Schedule**

HUD would like to launch the submission platform in May 2011, pending OMB approval. After the launch of the Innovation of the Day submission platform, HUD will begin accepting and collecting submissions from the online form through the automatic forms spreadsheet and begin the vetting process to develop a “cache” of innovations to be placed on the site daily from a given point forward – with the aim to stay 60-90 days (approx. 40-60 vetted daily innovations) ahead in the process for a buffer. Selected

innovations will not begin displaying on the “viewing pages” until that buffer of two months is reached around June 2011.

**16. Request to Not Display Expiration Date**

There are no requests.

**17. Exceptions to the Certificate**

There are no exceptions.

**18. Contacts for Statistical Aspects and Data Collection**

Not Applicable

Attachment