

State Plan for Grants to States for Refugee Resettlement  
Supporting Statement

A. Justification

1. Circumstances Making the Collection of Information Necessary.

In order for a State to receive refugee resettlement assistance funds, it must submit a plan that meets the requirements of title IV of the Refugee Act and 45 CFR Part 400.

2. Purpose and Use of the Information Collection

The plan assures ORR that the State is capable of administering refugee assistance and coordinating employment and other social services for eligible caseloads in conformity with specific requirements (see #1).

3. Use of Improved Information Technology and Burden Reduction

Data for this information collection will be accepted electronically and in hard copy.

4. Efforts to Identify Duplication and Use of Similar Information

There is no similar information already available.

5. Impact on Small Businesses or Other Small Entities

NA

6. Consequences of Collecting the Information Less Frequently

ORR formula Refugee Social Services program funds are allocated annually to states based on a 2-year refugee and other eligible population data. The absence of an approved state plan would impede the awarding of such funds.

7. Special Circumstances Relating to the Guidelines of 5 CFR 1320.5

NA

8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside the Agency

The 60 day notice was published August 30, 2011 on page 53906, vol. 76.

There were no comments on this renewal.

9. Explanation of Any Payment or Gift to Respondents

NA

10. Assurance of Confidentiality Provided to Respondents

NA

11. Justification for Sensitive Questions

NA

12. Estimates of Annualized Burden Hours and Costs

Instrument	Number of Respondents	Number of Responses per Respondent	Average Burden Hours per Response	Average Estimated Cost Per Hour	Total Burden Hours
Title IV State Plan	50	1	15	\$30	750
Estimated Total Annual Cost				\$30 x 750 hours	\$22,500

Estimated average annual burden is 750 hours.

13. Estimates of Other Total Annual Cost Burden to Respondents and Record Keepers

There are no costs to respondents or record keepers.

14. Annualized Cost to the Federal Government

Instrument	Number of Respondents	Average Burden Federal Hours per Review	Average Estimated Cost Per Hour	Total Burden Hours Per Response
Title IV State Plan	50	8	\$45	400
Estimated Total Annualized Cost to the Federal Government			\$45 x 400 hours	\$18,000

This total covers time and effort of four staff to review, clarify and correct plans, photocopy and submit to approval process, and file.

15. Explanation of Program Changes or Adjustments

There are no program changes or adjustments.

16. Plans for Tabulation and Publication and Project Time Schedule

States must certify no later than October 31 each Federal fiscal year that the approved State plan is current and continues in effect or submit a proposed amendment to the plan.

17. Reason(s) Display of OMB Expiration Date is Inappropriate

NA

18. Exceptions to Certification for Paperwork Reduction Act Submission

NA

B. Collections of Information Employing Statistical Methods

This information collection request does not require the use statistical methods.